

Educational Technology Committee

March 23, 2017

Notes (approved 4/27/17)

Sue Lorimer (Co-Chair)	DO	PR	Kandace Knudson (Co-Chair)	SCC	PR
Markus Geissler-out Sp17	CRC	EX	Zack Dowell	FLC	
Grace Austin	SCC	PR	Marsha Reske	ARC	
Tak Auyeung	ARC		Gregory Beyrer	CRC	PR
Jena Bills	CRC	EX	Jennifer Kraemer	FLC	PR
Caleb Fowler	FLC		Sheley Little	SCC	PR
Patricia Harris Jenkinson	SCC		Alice Dieli	ARC	PR
Adam Karp	ARC	PR	Stephen McGloughlin	CRC	PR
Gary Hartley	FLC	PR	Elaine Ader	SCC	PR
Kirk Sosa	CRC		Tom Danford, Interim CIO	DO	PR
Brian Pogue	SCC	PR	Daniel Gilbert-Valencia	ARC	
Jon Santos	ARC	PR	Andrew Brooks	DO	PR
Pamela Bimbi	ARC	PR	Others:		

Welcome

The meeting was called to order at 3:03 by Co-chair Kandace Knudson.

Approval of Notes from March 23, 2017

The draft notes of the March 23rd meeting were approved with a minor correction by consensus.

Campus IT Updates

- ARC –Jon noted that they are rolling out virtual desktops in the library and will be using the Citrix platform.
- CRC – Greg noted that their Distance Education Master Plan has been updated to reference how the OEI will meet some of their gaps and to meet goals. They are reviewing ARC software that integrates well with Canvas.
- FLC – Gary noted that they are using some of their funds to upgrade podiums in classrooms which assist with accessibility issues in some cases. They are also deploying Microsoft Surfaces. They are working on a better tracking system for their software so they can better plan for when upgrades are needed.
- SCC – Kandace noted their unit plans are complete and are being ranked.
- DO IT – Tom noted that we are purchasing transient voltage surge suppressors to eliminate the data center outages experienced at FLC. The DO's data center will also receive a surge suppressor. UPS batteries have been ordered as well. Andrew reviewed his D2L usage report (see attached) which noted a decrease in the usage. He reported that they received notification that Turnitin will no longer support our version of D2L after our contract expires, but we should have Vericite available by then and they are upgrading the Sierra system for the library during spring break and trying to integrate it with Proquest.

College LMS/DE Update

- ARC –Alice noted they will hold a Canvas Innovate conference on August 14th. They will be doing Canvas support during the summer as well as the online training institute. Only 20% of their faculty have switched to Canvas at this point so they expect a surge soon. Pamela noted that they are in the process of recommending adoption of the OEI course design rubric as the DE curriculum standard for ARC.

- CRC – Greg noted they are working on obtaining coordinator support over the summer. Sue reminded the group that there is FTE from the district available for this.
- FLC – none.
- SCC – Brian noted that things are going well. He noted that SCC was able to get the UC Extension to adopt their six-session Online Teaching and Learning Academy series and award it 2.0 CEUs for the 20+ hours of in class time and 20+ hours of out of class time required by the participants. Greg noted that faculty should check to make sure these courses are approved by local administration through the usual process before taking any courses faculty plan to use for CEUs and salary advancement.

Canvas Rollout Experiences

Kandace noted the rollout is going well. Andrew provided a Vericite update including the news that we can “seed” or “populate” the database with past assignment files submitted to D2L. He noted we now pay only \$44,000 per year for the phone support coverage during the day, and the OEI covers the cost of the support from 5:00 p.m. to 8:00 a.m. (which does not include answering electronic help desk requests). To get 100% support 24/7 (electronic and phone) would cost approximately \$150,000. He noted this high cost is why the OEI also only provides phone support because they were also not able to negotiate a lower rate. Andrew noted that if we discover peak times (beginning of semesters and evenings), then we could cover this by adjusting schedules and/or adding staffing locally to cover what’s not covered by Instructure. Sue noted that faculty appreciate the phone support availability in the evenings.

Discussion Items

- a. Course Scheduling and SEL Project Updates – Sue provided an update on these projects, which were the college presidents’ top priorities for ways to provide students with clear pathways by aligning course schedule with student needs and improving the efficient use of facilities and communications for students to navigate more effortlessly through the pathways. She noted that these are college projects; not district projects. So, the colleges are the key players who will provide information to the District work groups. Work groups are being formed at each college and have been formed at the District level. Sue and Roy Simpson will chair the course management group. Victoria and Reyna Moore will chair the student experience lifecycle (SEL) group. Both district groups will meet on March 28th. The task is to determine what products are available for SELs and Course Scheduling tools and what we need/want. Sue estimates the purchases won’t occur until the fall after we determine if we need a Request for Information (RFI) or a Request for Proposal (RFP). Kandace asked who will ensure that the products meet accessibility standards. Sue noted that the required standards will be included in the RFP and the vendors will have to show how they meet the standards. Elaine would like to see proof of meeting the accessibility requirements well before a contract is issued. Accessibility implications for hardware such as printers was also discussed, and Tom noted that Educause might have a list with accessibility standards. Greg noted that the state-wide education planning project has Starfish SEL software already incorporated. Sue noted that it will be up to the campuses to decide if they want to review that system.
- b. DE Pathways – Sue noted that all campuses may pursue distance education pathways but noted that if they do, they must make a commitment that the pathways advertised will be available. The district neither encourages nor discourages DE pathways because it is a campus decision on how to best meet students’ needs and an individual faculty’s decision of whether or not to teach online. Sheley noted that not all constituents see the value in the DE Pathway. Sue suggested researching other districts to determine how they were

able to get faculty buy-in to allow them to offer the pathways. Adam noted that although faculty may develop a pathway, administrators determine what's offered based upon what's best for the students.

Discussion was held regarding the success rates for students taking their first distance education class versus subsequent classes. Elaine noted that student's lack of skills would be highest while taking their first class, but should diminish when taking future classes and wondered if there was any research on this topic. Greg noted that he researched something similar and others noted that similar research was available. Information should be provided to students about the amount of time actually required during an on campus and distance education course. Many students may opt to take online courses thinking there isn't as much work because there is no in class time.

- c. Mobile Device Management (MDM) – Kandace led a discussion on whether or not the Educational Technology Committee was the proper place to determine our mobile device management policies. The ISO Committee was suggested, but it was determined that their charge was too limited because MDM affects more than just security. It also affects budget (replacement costs due to theft and breakage), software updates, and usage limitations. The Education Technology Committee should probably contribute to the conversation, but should not control it. Sue will bring this topic to Executive Staff and Kandace will bring it to Academic Senate to determine which committee (or task force) would be best to discuss and generate any policies related to MDM.
- d. Innovate! Funding Update/Clarification – Sue noted that at the last meeting she asked for information on the amount of funding necessary to front-load the budget needed to hold the Innovate! event. Campuses would still be responsible for paying for the event.

It was noted there will be no meeting in May, and that Sue's last meeting will be in April before she officially retires in July.

Future Items

- Top Hat (clicker technology) – (PJ suggestion)
- Accessibility

Adjourned at 4:35.

Next Meeting - The next meeting is scheduled for April 27, 2017 at Ethan Way

**Learning Management Update
Education Technology Committee Meeting
March 23, 2017**

1. D2L Volume update (as of 3/20/17)

	Spring'16 <u>Final</u>	Spring'17 <u>Current</u>	% of <u>prior</u>
▪ D2L Course Offerings	3,710	2,890	-22%
▪ PS Graded Components	4,599	3,729	-19%
▪ Faculty	1,495	1,173	-22%
▪ Student Enrollments	126,369	94,855	-25%
▪ Unduplicated Students	56,044	48,689	-13%

2. D2L Improvements & Other Status

- End of Semester maintenance will be June 1, 2017.
- Working on our last D2L renewal for July 1, 2017 – June 30, 2018.
- Turnitin will no longer support our version of D2L after this semester.

3. VeriCite Follow-up

- VeriCite is installed in D2L and Canvas test systems.
- Confirmed with VeriCite that we can seed their system with documents.
- VeriCite has been setup as a vendor with Los Rios.
- Purchase should be finalized in the next couple weeks.

4. Canvas Update

- Instructure Support
 - Explored upgrading to Tier 1 support, but it is cost prohibitive.
 - Working on renewing our daytime phone support for July 1, 2017 – June 30, 2018.

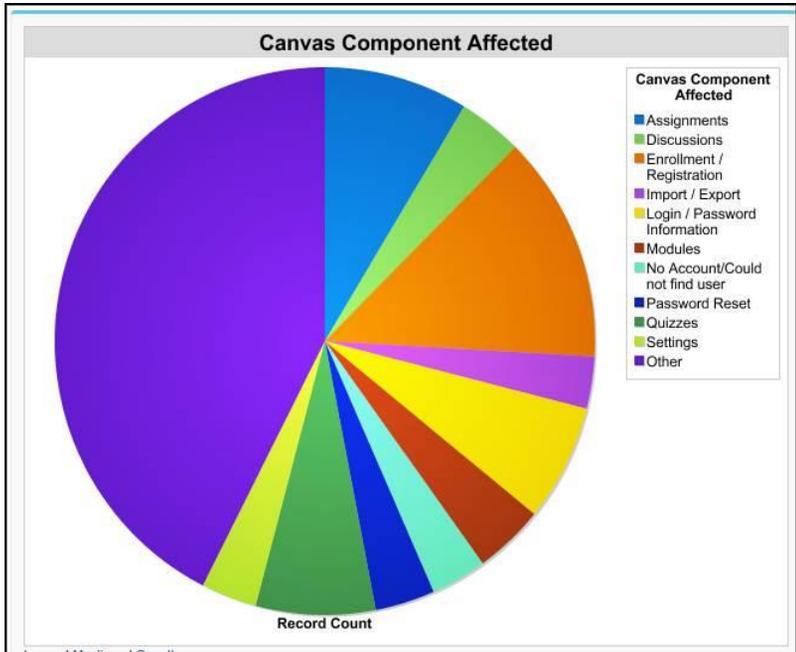
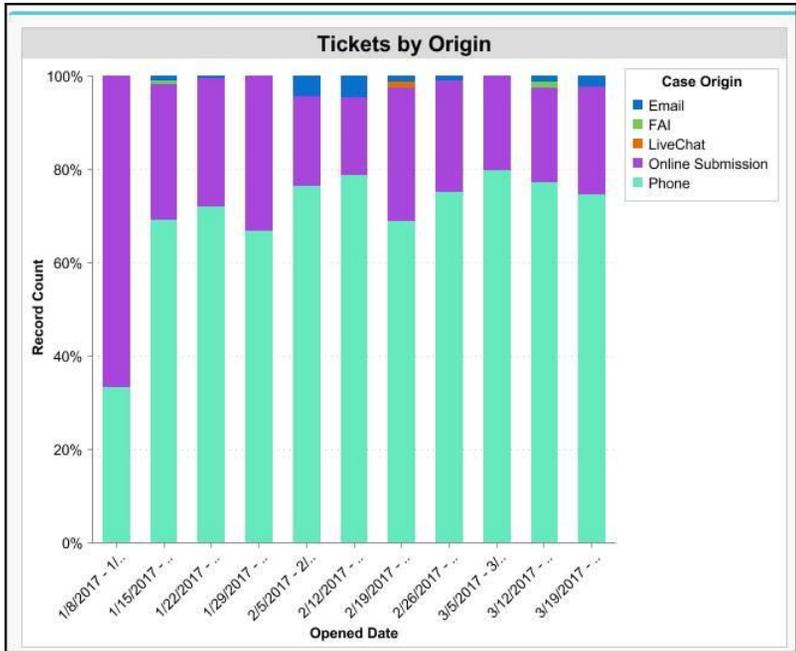
- Counts for Spring' 17

	<u>Courses</u>	<u>Faculty</u>	<u>Students</u>
ARC	371	185	12,333
CRC	116	68	4,387
FLC	199	86	5,734
SCC	<u>308</u>	<u>158</u>	<u>11,523</u>
Total	994**	497	33,977*

**Total Students is the duplicated count*

***Courses with multiple sections count as 1 course*

- Issues
 - No outstanding issues to report.
- Canvas 24/7 Helpdesk Statistics



5. Google Apps Update

- No new updates.

6. Library System Update

- The Sierra System will be upgraded to version 3.0 on Wednesday April 12th.
- Sierra System integration with eBook Central (ProQuest) in progress.