MINUTES, September 17, 2015: TECHNOLOGY COMMITTEE

MEMBERS PRESENT: Amanda Campbell; Curt Childress; Michael Decarbo; Alice Ho; Scott James; Vanessa Jones; Kathy Moore (Co-Chair); Gregory Pierot (student); John Smith; John Truong; Edna Tse

MEMBERS ABSENT: Jeremy Collins; Kari Irwin (Co-Chair); Sergio Rodriguez

MISSION
The Technology Committee promotes the use of technology to increase efficiency of college operations and to support teaching and enhance student learning.

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<thead>
<tr>
<th>AGENDA ITEM</th>
<th>DISCUSSION</th>
<th>ACTION</th>
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<tbody>
<tr>
<td>1. Welcome and Introductions (Kathy)</td>
<td>Call for a member to take minutes</td>
<td>Scott James will be responsible for minutes</td>
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<td>Call for a member to maintain the committee website</td>
<td>Alice Ho will maintain the website</td>
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<td>2. Approval of May 21, 2015 Minutes (Kathy)</td>
<td>The minutes were not created or are missing.</td>
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<td>3. Distance Education Report (Scott)</td>
<td>Reported on OEI progress, software procurements, and future goals.</td>
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<td>Canvas (Learning Management System) is available to our District for free for 5 years. Should we decided to migrate to Canvas we would need to be invited by the OEI. They are developing a phased migration for the CCC System that includes a 1.5 year migration period.</td>
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<td>A new online student orientation is available from the OEI. SCC will be installing this orientation and using it in the online teaching certificate program as an element of an online professors welcome letter.</td>
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<td>The Academic Senate and the College Council voted to begin a Distance Education Program Committee (DEPC). This committee will officially meet on the Second Monday of the month at 1:30. Many of the meetings will be online through Blackboard.</td>
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<td>4. Learning Management System Taskforce Update (Scott)</td>
<td>Our Canvas LMS Taskforce has evaluated Canvas from the perspective of a webinar. The next step is to have every member use Canvas to determine if it meets their needs. The taskforce co-chairs will develop training and a timeline for the taskforce members to get to know Canvas.</td>
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<td>5. OneCampus Portal (Kathy and Curt)</td>
<td>The OneCampus Portal is an area that aggregates helpful links and makes them available in one webpage.</td>
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<td>The DO has made available a portal and it is available on our home page with the social media icons.</td>
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6. **Technology Request Prioritization** (Kathy)

Get student representation of Canvas OEI taskforce to Greg.

**OneCampus Portal**
- The DO has made available a portal and it is available
- The OneCampus Portal is a collection of links that are not dynamic
- Easier/quicker access to services within the webpage
- Curt reported that the Web Committee is looking in to see if they can get analytics for the portal's use

**Technology request prioritization**
- This is our primary task for this term.
- Timeline - resource requests need to be put in by the end of October
  - we will be getting the information in November and rankings will need to be done by the end of November.
- Tech Comm requests that we receive the requests on the 3rd and we will (move meeting) meet on the 12th (a day after veterans day).
- Members will rank individually using the rubric and bring ranking to the meeting on the 12th for discussion.
- Members must keep and rank in Excel
- This leaves the October meeting to make adjustments

**Technology Newsletter**
- Alfonso will write a newsletter about the portal
- Leah - Library will write about the videos on demand video streaming service
- Scott - something DE related
- Lee - student email

**Reports:**
- ASG - students requesting student emails for services like Amazon Prime (student) PIE (Alice) - The Resource Request Form was updated to ask the reason for the request ITS Standard Report - 300-400 computers were replaced in the classroom and staff areas. Dist. funded the first floor of the library computers. Tutoring, ASC, International Students, B208, D-Bldg instr. stations for Math faculty, Instructor Stations at OEC, TAG - lab and web attendance system demonstration scheduled for 4th week of September; A/V standards - prototype available in D101. A new cart is proposed that is ADA compliant; VDI has been taken out of our focus. It cannot meet out needs at this point.; Ellucian Mobile App is available now with services like registration, want to have a pay link, student services is an option, there is a problem with adding classes via add code (so during add code registration the registration feature is disabled); Ellucian (ellucian.com)portal (single log on for all services) was purchased but not implemented yet...some concerns are that the portal becomes too cluttered, making things more complicated. The one portal will take you to SCC functions or SAC functions.; Student emails are expected in the Spring of 2016. The email address will be
WebAdvisor@student.sccollege.edu; With this email address students will get MS Office 365 with 1TB of OneDrive data; staff can now get Office 365 for free currently.; Reminder that the DO lists all of the software discounts.

Web Committee - working on refreshing the web articles Tech Committee Website - Alice will update the dates for this term

Scott will do senate summary report - sent to Mary Mettler

Next meeting October 15

Sent from my iPad