



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
DISTRICT ADMINISTRATION CENTER

INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE

SEPTEMBER 1, 2017

12:15 PM

**MEETING NOTES**

Attendees: Ali Olson-Pacheco, Art Sanford, Ashley Chelonis, Dave Fuhrmann, Gwen Huddleston, Joanna Miller, Julius Sokenu, Kim Hoffmans, Marc Boman, Matthew Moore, Mike Rose, Nenagh Brown, Rachel Messinger, Scott Wolf, Sharon Oxford, Tracie Bosket, Victory Kitamura

**1. Introductions**

With the reconvening of the committee after the summer break, each committee member introduced themselves to the group.

**2. Review Meeting Notes of 05/05/16**

The notes were approved.

**3. Canvas**

• **Migration to Canvas from D2L**

Dave requested feedback on the migration to Canvas. The group agreed that the migration went smoothly. Joanna and Art thought that the preparation and communication helped. Ashley added that the amount of time allowed to discuss the project collaboratively and the significant time overlap of the two systems aided in the success of the project. The group recognized the part played by the college support staff and specifically mentioned the sharing and coordination between the Instructional Technologists/Designers from the three colleges. Dave noted that it was helpful to have VC participating in the state pilot program. There are 108 California colleges that have moved or will move to Canvas as part of the state-wide system and Dave recognized the state of CA for a job well done.

• **Continued access to D2L course data**

The contract with D2L ended on July 15. To assist instructors that hadn't exported their content prior to that date, IT made a decision to contract with D2L for one more year of limited access. System access is available for one year for one administrator; Marc Boman has been designated as that administrator. To date, Marc has handled fewer than twenty requests for content access, mostly from instructors whose information either didn't come across into Canvas correctly or those who didn't teach in spring and needed course information from fall 2016. A methodology will be developed to pull the data after the end of the one year time limit. Access to the raw data will still be available if needed for grade challenges, etcetera.

#### **4. Course Content Accessibility – Ally vs UDOIT**

Ally is a Blackboard product. VC had a license that expired on June 30. Marc explained that the implementation was unsuccessful due to the inability of the product to handle multi-college districts. There was no method to set up for only VC courses; all courses at all three campuses had to be included. Currently, the product is not supported and shouldn't be used; although Blackboard has not turned it off yet. There are negotiations in progress to renew, however, the multi-college problem remains. Gwen will discuss at the upcoming state OEI meeting. Tracie mentioned that there has been some interest in Ally at MC and a demo has been scheduled. She will send the link to anyone who is interested in attending.

#### **5. Funds for Professional Development**

An amount of \$50,000.00 was approved to be set aside for the colleges. The distribution of the funds will be based on the allocation model. If in the future the state ceases funding for Canvas, the money will be reallocated to pay for Canvas. Each college will decide how to use their funds with the stipulation that it be used only for distance education professional development. Any funds not used in one fiscal year will roll into the next fiscal year. When the adopted budget is approved by the Board, the funds will be available.

#### **6. Mobile App – campus awareness**

Mike shared that the mobile app recently was upgraded with a couple of items added. The vendor is promoting a new chat feature and if there is an interest, Mike can set up a demo. Mike mentioned that there haven't been any promotional campaigns recently and suggested that it might be helpful for newer students and staff to develop and implement one. After discussion, the group agreed that the mobile app should be promoted to students, faculty, and staff prior to spring semester. Discussion continued on the mobile app. It was noted that there is some duplication between the Canvas app and the MyVCCCD app. Links in the MyVCCCD app direct users to the Canvas app. Alerts and notifications were discussed and it was noted that users do have the ability to limit their alerts in the Canvas app. Dave will gather the stats on notifications to share with the group. The maps seem to be a popular feature. Mike shared that the maps are currently being worked on with a 'live map' feature to hopefully replace the current maps. He encouraged feedback from the campuses. Dave shared that there is a website design committee being formed based on feedback from the college Presidents. The new websites will be mobile first; currently the websites are 'mobile friendly'.

#### **7. Open Education Resources (OER)**

Gwen shared that the District has applied for a district-wide grant. On October 20 there will be a professional development seminar regarding OER. A 'save the date' notice has been created; the location has yet to be determined. Experts will be invited. While this is a great resource for students, there are administrative challenges. She has reached out to Deans, including the Dean of the library. OER is not limited to distance education courses, it can be used for all courses. This project is a shared responsibility and will require planning.

## **8. College Updates (MC, OC, VC)**

- MC: Joanna shared that MC is continuing to offer Canvas instructor training to all District instructors as they did last year. The DE committee has decided to use some of the professional development monies for a mentor program named Design to Align. This will be a voluntary monthly workshop beginning in fall for instructors interested in aligning their courses with the OER rubric. There are ten to fifteen instructors who have expressed interest. Assuming success, these instructors would become mentors for other faculty in the spring, and they would apply to use the professional development money at that point. Tracie shared that one hundred and eighty-one people have been trained on Canvas with possibly two more recently completing the training. She added that surveys are getting better with better results each time. Dave asked that she share more at next meeting.
- OC: Ashley and Art shared that the OC DE committee's first meeting this semester is next week. There will be a demo on Turnitin. Another item that will be discussed is updating the appendix for curriculum. It was suggested that the colleges share the appendix across the campuses and compare notes.
- VC: The numbers are up and the number of courses offered increased in spring semester. Late start fall classes are still being added and it is anticipated that the numbers will continue to increase. VC has ambitious plans and aggressive goals. One focus is on increasing online teaching and faculty are being encouraged to utilize the online tools. The best way to encourage this is through instructors sharing positive feedback with their colleagues regarding tools such as the Canvas gradebook.

## **9. Other Business**

- Joanna asked if there could be a method developed to enable students to access a page that only contained the online courses offered. Gwen added that she is aware of this request, too. The group discussed searching on the class schedule. Mike will add this to the agenda for the Banner Student Project Group. He noted that he has also heard of the suggestion for an easier search.
- Nenagh noted that the OER Summit will be held at VC and she suggested that faculty should be encouraged to attend. She felt it critical that faculty using the OER share with other faculty.

## **10. Next Meeting**

The next meeting is scheduled for October 6.

