



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
DISTRICT ADMINISTRATION CENTER

INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE

OCTOBER 6, 2017

12:15 PM

**MEETING NOTES**

Attendees: Ali Olson-Pacheco, Andrea Horigan, Ashley Chelonis, Dave Fuhrmann, Gwen Huddleston, Joanna Miller, Julius Sokenu, Lisa Putnam, Matthew Moore, Rachel Messinger, Scott Wolf, Sharon Oxford, Victory Kitamura

**1. Review Meeting Notes of 09/01/16**

The notes were approved.

**2. Canvas**

• **Waitlisted Students on Canvas Class List**

There was an issue reported by VC regarding faculty not aware that a student was on the waitlist until after census when the student was dropped. Sharon explained that waitlisted students are indicated as such in the Canvas class list but not in the grade book area. New faculty don't always know to use the class list and this is more of an informational issue. The group discussed waitlisted students in terms of online classes, course access and waitlist size. It is possible to set the waitlist cap for individual classes to zero.

**3. Mobile App – campus awareness**

Dave presented a graph from Mike Rose with data showing the number of notifications pushed through the mobile app. He didn't guarantee the accuracy of the numbers as this is a weak area of the mobile app. As expected, there is a peak in activity at the beginning of the semester. An alternative app, Modo Labs that has been adopted by both Santa Monica City College And De Anza College will be explored sometime in the new calendar year. Dublabs will also be looked at for any new features not taken advantage of yet. It was noted that the Dublabs registration feature is not able to be deployed due to VCCCD's customized registration process; it only works with the generic Banner registration.

**4. Open Education Resources (OER)**

The District-wide summit scheduled for October 20 is coming together; there are approximately twenty more seats still available. The full agenda will be sent out and posted online. Gwen noted that it's interesting how many faculty have mentioned to her that they are currently using some free materials in their classes but haven't officially reported it. She is advocating for each campus to have a team specifically to focus on free resources and faculty involvement.

One purpose of the summit is to dispel old myths and encourage conversation and awareness. The group recognized that instructors invest much time in

building courses around a textbook and discussed possible incentives for instructors to move away from a book that has been found to be successful for their course.

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

- VC: Gwenn shared that they are working towards the exchange functioning fully with the assistance of the OEI technical center and Fresno City College. The DE team has set goals and targets; one of the biggest targets is to work with the SLO group to embed SLOs into the Canvas shells and into the grade book so that they are easier for faculty to complete.
- MC: Joanna shared that the OEI exchange is opening up to non-pilot schools this fall and MC is high on the list due to VC's participation. MC's DE committee had voted last year to join the OEI project when the opportunity became available. The mentor project, Design 2 Align, is moving forward. There are twelve faculty who have signed up to work on the course design rubric to which a course must be aligned in order for the course to join the exchange. This is being done to be ready for joining the exchange, and more importantly, to self-improve courses. They will start with section A of the in October, section B in November, and section C in December. The mentor aspect will begin in the spring. She noted that the preliminary results are showing that the rubric designed courses have a higher success rate. Traci is continuing the Canvas training for faculty.
- OC: Ashley shared that Jessica presented a demo of UDOIT at their DE meeting. It is free and open software and also appeared user friendly. Others in the group agreed that they have heard positive feedback.

#### **6. Other Business**

Gwen suggested that Chancellor Gillespie be invited to attend and share his thoughts on OEI and other items. Dave will check on his availability.

#### **7. Next Meeting**

The next meeting is scheduled for November 3. Dave will be on vacation but may attend remotely.