VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE
DECEMBER 1, 2017
12:00 PM
DISTRICT OFFICE – LAKIN BOARDROOM

MEETING NOTES

Attendees: Ali Olson-Pacheco, Andrea Horigan, Art Sandford, Ashley Chelonis, Joanna Miller, Kim Hoffmans, Lisa Putnam, Marc Boman, Matthew Moore, Scott Wolf, Sharon Oxford, Victory Kitamura
Guest: Vice Chancellor Rick Post

1. **Chancellor Greg Gillespie**
   Dr. Gillespie was not able to attend this meeting. We will reschedule hopefully for the next meeting. Vice Chancellor Post attended in his place. He shared how appreciative the Board members are with respect to OER. He recognized the amount of work that has been done on this project and the number of faculty who have adopted OER. He also commended the group on the amazing job during the transition to Canvas.

2. **Review Meeting Notes of 11/03/17**
   The notes were approved.

3. **Open Education Resources (OER)**
   - **Should OER be the purview of ITAC? (Joanna)**
     After discussion, the group agreed that OER does have a technology component but involves many areas including faculty, library, and student success. The group decided it would fall under the purview of faculty or another district-wide group, although it would be applicable to discuss in this committee as it relates to technology.
     - **Consideration of a new logo for ZTC that is more student friendly (Joanna)**
       The consensus of the group was that the logo presented at a state meeting is difficult to see and a more student friendly logo would be preferred to use on the class schedule.
   - **Should District consider the implementation of a low-cost textbook policy? (Joanna)**
     Many schools are creating a low cost designation with a range of $40 - $60 considered to be low cost. It was decided to take this to the college Academic Senates.
     - **Should a dollar range be set? (Joanna)**
       Low cost would be at the discretion of the District.

- **Should the District negotiate with Barnes and Nobel to reduce cost of textbooks? (Joanna)**
  Dave noted this probably falls under Administrative Services. He can inquire with Terry Cobos who is the liaison. It was mentioned that the college bookstore representatives from Barnes and Nobles have expressed interest in working with faculty to contain costs and to help negotiate with publishers. This may need to be communicated to faculty. One of the representatives recommended Xanadu, which offers some great options. Dave will take this up at the next District-wide DE Committee meeting and if they decide to schedule a demo, members from ITAC could be invited.

4. **ADA Compliance/Accessibility**
   - **Policy directed towards publishers that materials must be accessible in order to be adopted (Joanna)**
     The recommendation is coming from the DE and Educational Technology Advisory Committee for the State Chancellor's Office. Dave agreed this should be addressed. He noted that the District does has a policy in place related to technology that any materials purchased must be compliant and this could be an extension of that policy. He will bring up the matter at a future Chancellor's Cabinet meeting. He also noted that the statement is on the back of the District's purchase orders, citing a recent situation where a vendor was not used due to noncompliance. The group questioned that there needs to be reminders of the policy. Dave will follow up with Terry Cobos and report back to the committee.

5. **College Updates (MC, OC, VC)**
   - OC: Ashley shared that their DE meeting discussed the zero textbook cost issue. The Title V Grant staff met with their DE committee regarding funds that can be related to professional development and distance education; discussions with their DE committee will continue. Scott created a Canvas page for the accessibility checker where every feature can be tested and he offered to share at the next meeting.
   - MC: Joanna shared that their DE Committee also discussed some of the same issues as OC, and had a demonstration of Ally. There are ten faculty who are involved in the mentor program and have met twice. The DE Committee and the Academic Senate voted to move forward with the OEI Consortium which is now open to new applicants. The next step is for the Academic Senate to send a letter of interest. MC will be hosting the DE Summit in spring.
   - VC: The discussion to develop a DE master plan has begun due to the push to move courses to online. Sharon shared that the OEI exchange is implemented and ready for VC students to register for courses through the exchange.

6. **Blackboard Ally Demonstration (12:45PM – 1:30PM)**
   The demonstration of Ally included questions and discussion with the vendor representatives.

7. Other Business
   There was no other business.

8. Next Meeting
   The next meeting is scheduled for February 2, 2018.