VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE
APRIL 10, 2015
12:15 PM

MEETING NOTES

Attendees: Ashley Chelonis, Dave Fuhrmann, Gwendolyn Huddleston, Joanna Miller, Ken Sherwood, Lisa Putnam, Lori Bennett, Marc Boman, Marc Prado, Sharon Oxford, Victory Kitamura
Guest: Mike Rose

1. Review Meeting Notes of 03-13-2015
   The notes were approved.

2. Online Education Initiative
   - Project update
   Gwen spoke about the two day meeting in Cupertino where details regarding the linking of registration and other procedures will be discussed between the colleges involved in the pilot. The EVPs are invited to attend. The technology and financial aid areas will be addressed at a later date. The MOU agreement was recently signed. The cost is still being negotiated for non OEI courses. Within the OEI, the services are being packaged together. Once the contract with Canvas is signed more information will become available.

3. Desire2Learn
   - Lync Integration Update
   Marc reported that the status remains the same. D2L is working on the problem with the integration and there is no expected date of resolution. They have assured Marc that this is a high priority for them.
   - Integrating Google Docs Update
   There was a meeting with Victory and Marc yesterday regarding this subject. Marc shared that this would be a somewhat complex task due to staff and faculty. A google specific email would need to be set up for staff and faculty which would add complexity to this project. Also, the situation of staff and faculty who are no longer employees would need to be handled. After discussion, it was requested to turn on this feature for students only. Per Mike R., this could be easily done. Dave will follow up with Kyle Loughman and include Ashley C. Testing will need to be done before going live with the features for students.

4. Strategic Technology Plan Review
   Dave reviewed the draft. It is a working document and he will be tracking changes going forward. The academic senate presidents will be contacted and asked to add

the plan to their agendas for review and feedback. He will also be presenting the plan to the appropriate campus committees for input. The plan will be reviewed and discussed in more detail at the next meeting. Dave encouraged the group to share the document with others on their campuses for feedback.

5. Review of Self-Appraisal Results from the Governance Committee Survey
   Each question and comments were reviewed and discussed.

6. Other Business
   - Joanna asked about web pages for faculty. Not all faculty would have the time to keep their page updated. Dave will look into auto generating a core page for instructors and each instructor would then be responsible for editing their page. There are no resources in IT available to assist faculty with the editing. It was noted that each campus has their own method of handling faculty pages.

   - Joanna mentioned the mobile app and the addition of course room number and instructor. She referenced the first day of fall semester when systems were down. If the room number and instructor had been on the schedule, students would have been able to find their classes through the mobile app. Dave took note and will address this as part of disaster recovery.

7. Next Meeting
   The next meeting is scheduled for May 1.