



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE

NOVEMBER 4, 2016

12:15 PM

MEETING NOTES

Attendees: Andrea Horigan, Ashley Chelonis, Dave Fuhrmann, Erik Reese, Joanna Miller, Kevin Hughes, Marc Boman, Matthew Moore, Sharon Oxford, Victory Kitamura
Guest: Mike Rose

1. Review Meeting Notes of 09/23/16

The notes were approved.

2. Canvas

• **Deadline to Migrate to Canvas from D2L**

○ **Campus plans**

Dave shared that the Distance Learning Committee at MC decided to have all faculty moved from D2L to Canvas by July 1, 2017. Dave asked for if there were any decisions made at the other campus DE committee meetings. VC shared that there is not a formal decision yet, but that unofficially, the plan is also to have faculty moved to Canvas by July 1. Dave will follow up with Andrea and Gwen at VC to attend their next DE committee meeting. Ashley believes that OC can also adopt the same date since discussions at OC indicate there is resolution to move to Canvas sooner than later. The next OC DE committee meeting is December 1. Dave will plan to attend. The contract with D2L ends July 15, 2017 with the potential for monthly extension, if needed. Dave stated that based on the conversation, turning off D2L at the end of the first summer session could work for all three campuses.

○ **Communications to Faculty on deadlines**

Once Dave has met with the campus DE committees, he will meet with the Academic Senates to communicate the necessary information. Erik shared that there has been concern expressed that there is no lite shell in Canvas as there is in D2L. Ashley shared that the Instructional Technologists/Designers have been discussing this issue and working with Canvas to develop a method to offer a reduced navigation bar layout for web enhanced classes, giving on-ground classes a simple template to easily post items online. This group will continue to discuss the web enhanced courses at the next meeting.

• **Training Update – Online training engagement with Canvas**

Online training was purchased along with the onsite training that has been completed. The online training will be instructor-led, comparable to the onsite

training, as opposed to the available prerecorded instruction. Marc mentioned that there appeared to be some confusion on the part of the Canvas representative regarding the remote training. Dave will review the contract and work with the representative and Marc to clarify. It was decided that the Instructional Technologists/Designers will discuss the kind of training needed and report back to this group. Dave noted that in the spring, the concentration will be on training and that there could possibly be different kinds of training. Discussion will continue on this subject at future meetings.

- **Professional Development ideas for faculty and support staff**

The OEI group has recommended that the funds that would have been expended on the LMS be set aside for professional development in the area of distance education. Dave shared that this has been discussed at the Chancellor's Cabinet and the budget committee. There was agreement at the Chancellor's Cabinet that investing in, and growing distance education, could have a positive effect on enrollment. Dave requested of the Chancellor's Cabinet that this group develop recommendations to present to them for consideration. Dave mentioned that one idea was to provide some form of a stipend for those faculty who wanted to become super users/mentors to other faculty, assisting with the move to Canvas. The problem with this idea is that the savings are not realized until next fiscal year and VCCCD will already be on Canvas at that point. There is discussion about looking into the possibility of 'borrowing' funds from next year for this year. Dave would like feedback and suggestions from the campus DE committees. The discussions need to begin now so that by February 2017 he can have a preliminary proposal ready to become part of the budget discussion for fiscal 2018. The question was asked if each college could have a different approach for how to expend the funds. Dave noted that, although there are many similarities, each college has different approaches, processes, and culture to distance learning. He suggested that there doesn't need to be a 'one size fits all approach'; rather that it would be important that each campus fit the needs of their individual college once the goal is determined. Dave also noted that there could be a short term investment to assist with the move to Canvas and a long term investment to enhance DE at each college, and district-wide. Dave will attend the college DE meetings to discuss.

3. D2L

- **Meeting request from company CEO John Baker**

Dave asked for feedback on the meeting request from John Baker, who will be in the Ventura area. John invited any staff who would be interested in discussing D2L tools that may interface with Canvas as well as the conversations between D2L and the Governor's office regarding possible options for the state LMS. Dave is willing to meet with John and has been straightforward with him regarding the district's move to Canvas. Most of the group agreed that there was not much point in attending the meeting. Dave will send the invitation to the Deans and those who wish to join are welcome. As far as new tools, the district is not in the position to add new analytics at this time.

- **Open Issues**

Marc reported that there are no open issues due to the decision to not move forward with D2L. Marc explained the recent D2L outage that began around 8:00pm and was resolved by 5:00am the following morning. The outage was not specifically related to D2L; it was more on the infrastructure side, probably with the database that D2L runs on. Tickets with both Microsoft and D2L were submitted to reach a resolution.

4. XanEdu – Onsite Visit Update

Ashley explained that XanEdu is a service available to all instructors through the campus bookstores. The service assists instructors with finding content for their online and ground classes. The XanEdu representative has offered to present a demonstration. Ashley noted that this is one of the new directions that instruction is moving, away from publisher content that can be more costly for instructors and students. For some content there may be a license fee, other content is available to use at no cost. She would like to explore this option and encourage instructors to take advantage of this service. Dave mentioned that the Chancellor has inquired about the use of open resource content as opposed to publisher content and Dave is gathering that information for him. The group discussed the pros and cons of publisher content. Ashley will send additional information to the group. Dave will contact Barnes and Nobles and Terry Cobos for contractual information. The discussion will continue at the next meeting. The group set a target of scheduling a XanEdu demo after the new year and continuing the discussion of other available options.

5. Other Business

- **OEI Status**

Mike shared that the OEI is live at the state level. The state has opened up the exchange and are encouraging the pilot colleges to participate. Mike thinks there are two or three colleges that are currently participating. VC has not started yet, although VC students could theoretically register for the courses at the other colleges. The links are not available directing students to those courses, but there isn't anything preventing the students from registering should they somehow discover a way to do so. One of the prerequisites that drove the decision to wait was the introduction of a single sign-on proxy by the state. Since the portal uses single sign-on to log into Canvas, testing needs to be completed to verify that this would not be compromised. It is expected that testing should be completed by next week and at that point, the OEI test environment will be opened up for testing by VC staff. Mike will need a list of the OEI courses that will be offered by VC.

- Joanna asked for clarification on the Canvas 24/7 support. Dave explained that the state contract provides support after 6:00pm and on weekends, but not for normal business hours. Dave applied monies from other parts of the budget to pay for the difference, giving the district 24/7 Canvas support. The amount was \$20,000.00. He has made the same allowance in the budget for the next fiscal year.

6. Next Meeting

The next meeting is scheduled for December 2. The group will reconvene on February 3, after the holiday break.