



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE

FEBRUARY 2, 2018

12:15 PM

MEETING NOTES

Attendees: Andrea Horigan, Art Sandford, Ashley Chelonis, Dave Fuhrmann, Joanna Miller, Julius Sokenu, Kim Hoffmans, Marc Boman, Matthew Moore, Mike Rose, Rachel Messinger, Scott Wolf, Sharon Oxford

1. Review Meeting Notes of 12/01/17
Art noted that his last name was misspelled in the committee attendee list.
2. Desire2Learn
 - D2L Course Content Requests Cutoff – June 30
Last year, after additional review, it was decided to extend the contract past July 15, 2017 for an additional year to allow instructors more time to request content information. One designated person, Marc Boman, is allowed to access the data. The cost to extend for an additional year after July 15, 2018 would be \$33,000. The group agreed to a June 30, 2018 cutoff date. The number of content retrieval requests that Marc has received recently from the colleges is as follows: seven from MC involving 12 CRNs, one from OC for one CRN, and six from VC for six CRNS. Discussion ensued on communicating the cutoff date to instructors. One suggestion was to contact the Academic Senates.
 - D2L Student Activity and Grade Queries after June 30
The raw data will be available to query as needed for purposes such as grade challenges. Class content access will not be available. Marc is investigating if the data can be imported into an archive. Since it is raw data, there is no mapping to CRNs or 900 numbers; the mapping is to internal D2L ID numbers. The challenge is to figure out mapping to our identifiers in order to pull the needed data. Mike will work with Marc to develop a method and a plan to handle pulling grade information as needed for requests. The group will be apprised of the progress at the next meeting.
3. Open Education Resources (OER) Update
There was no new information to report. There has been discussion in the district-wide DE committee as well as the campus DE committees regarding implementing low cost textbooks in addition to no cost textbooks. It was suggested that this item be taken to the campus Academic Senates for their input. The question was asked if the State Chancellor's office has created language on

this topic that could be shared with the Senates or if it would need to be created. Joanna will follow up with the State and share her findings.

4. ADA Compliance/Accessibility

Blackboard's accessibility tool, Ally, will not be adopted by the OEI, but individual colleges can purchase it. The product is expensive, but would be a good start toward due diligence for accessibility compliance. Once there is a tool in place, a multi-year plan can be developed to implement and train instructors. Dave noted that ADA compliance is not optional; it is law. Joanna asked about the possibility of hiring a new district-wide staff resource specifically for this purpose. Dave shared that currently there are no discussions to do so; he will raise the question at Chancellor's Cabinet.

5. 115th College (Joanna)

Joanna shared that the target population for the 115th College are CTE programs and working people who would increase their income with additional educational courses or completion of a certificate. Concern was expressed about the impact on current distance learning courses and on-ground education. Based on information that Joanna has been given, current DE programs should not be impacted. The group discussed.

6. New Software Updates

- Ally

The general impression is that Ally is less labor intensive for faculty than the UDOIT tool.

7. College Updates (MC, OC, VC)

- MC: Joanna shared that MC has officially joined the OEI. The mentor program is now called Design to Align. Five of the instructors who completed the course will be coaching one to two faculty in the spring. They plan to use some of the funds that have been set aside for professional development from the savings from the D2L/Canvas cost differential. Rachel described items from the draft agenda for the summit. They will open with a faculty showcase of tips and tricks with faculty from all sites. They are working on the details for the keynote speaker. There will be some breakout sessions on different topics. There will be an activity for the instructors on making their own videos. The summit will conclude with a student panel.
- OC: Ashley mentioned they held their DE meeting yesterday. Art is working on a strategic plan. They will be sending people to the Anaheim conference.
- VC: Sharon mentioned that they are working on a strategic plan also, and sending a large group of people to the Anaheim conference.

8. Other Business

Joanna asked about considering a district-wide strategic plan for DE. Dave shared that a new official committee is being formed and will be added to the Decision-

Making Handbook. This group will be more policy based and could possibly address the strategic plan.

9. Next Meeting

The next meeting would normally be scheduled for March 2. This conflicts with the DE Summit and the group decided to schedule the meeting for March 9.