INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE
MARCH 9, 2018
12:15 PM

MEETING NOTES

Attendees: Ali Olson-Pacheco, Art Sandford, Dave Fuhrmann, Joanna Miller, Marc Boman, Matthew Moore, Mike Rose, Rachel Messinger, Scott Wolf, Sharon Oxford, Victory Kitamura

1. Review Meeting Notes of 02/02/17
   The notes were approved.

2. Interim Co-Chair Election (MC)
   Rachel was nominated, she accepted, and was elected to serve as Co-Chair.

3. Desire2Learn
   * Faculty Communication for June 30 Course Content Requests Cutoff
     After June 30, content will no longer be available from D2L. The group discussed creating a list of instructors that should be alerted. Joanna suggested that the department Chairs be included. The group decided to send the alert once a month, beginning in March. The target group will be all active faculty, department Chairs and Deans. Marc and Mike will work on a draft and share with the group for approval.
   * D2L Student Activity and Grade Queries after June 30 Update
     The data export tool provided by D2L support for pulling student data isn't very helpful as the data is not easily deciphered. Marc has requested a mapping tool or data dictionary; there is no progress on this yet. Mike shared that plan B is to delve into the database ourselves.

4. ADA Compliance/Accessibility Update
   The state OEI could not reach an affordable agreement with Ally. The group agreed that after much researching, Blackboard's Ally would be the District's preferred choice. It was felt that when comparing the high cost of the software to the cost of a lawsuit, the choice of Ally might be prudent. The consensus was that UDOIT is a less comprehensive tool that reports on accessibility problems, but does not resolve the problems. Ally converts the accessibility problems found in a semi-automatic process. Mike will meet with Dave to discuss options for funding resources for Ally.

5. District-wide Distance Education Advisory Committee Charter
    The group reviewed the charge for the new committee. Mike explained that the new DE Advisory committee is specifically charged with distance education while ITAC is charged with instructional technology in general. There could be some overlap with distance education occasionally. Dave noted that the Chancellor's Cabinet discussed including the campus IT Directors in this meeting to discuss other technology in the physical classrooms and focus on ground technology. Discussion will be continued at a subsequent meeting.

6. College Updates (MC, OC, VC)
    *   MC: Rachel shared that the OEI application has been sent to the state for MC to participate in the project. The DE committee will meet next week and there will be a demo of Proctorio. Scott noted that Proctorio is only compatible with the Chrome browser and that can cause problems for students. The DE committee has been discussing the adoption of the OEI rubric as a campus-wide best practices document. Interviews for an interim DE Coordinator will take place next week as Joanna will be leaving for one year. She will be missed. Rachel and Joanna reviewed the summit. It was felt that, for future summits, the faculty showcase could be expanded while keeping the shorter half day format. Joanna reviewed the 115th. There is still push back regarding the project. The message from the state is evolving; currently the target students are unreached, working folks who mostly want to advance at work by earning certificates on a fast track. The OEI project name is changing to CA virtual college and the 115th will be called CA online college.
    *   OC: Scott shared that they have watched a video on the governor's online college and he shared the link in the chat window. Five to six faculty have been certified to teach online. They had a demo of the beta gradebook for Canvas. They enjoyed the summit at MC. Scott will be attending Canvas Con in Anaheim and he inquired as to how many people also attending. Sharon mentioned that eight people from VC were attending.
    *   VC: Sharon shared that there are three students from other colleges who are enrolled in VC courses. There is one student in each of the three courses participating in the exchange. There were ten students but only three made it through the application process completely. The process requires that the student find the desired course through the system, then provides a link to CCCApply for the student to complete an application for the teaching college, and then the student needs to log back into the exchange and register for the course. It is anticipated that the process will be simplified at some point. Mike explained that it is more of a policy side issue, rather than technical, partially related to residency issues. VC enjoyed the summit at MC with positive feedback from the faculty. Matt shared that the screen cast tool has been well received by faculty; he has trained approximately ten faculty in the last week. The tool has been around but under used and was mentioned at the summit.

7. Other Business
   - It was noted that on the class schedule, the advanced search to find ZTC books was missing. Mike had asked Adam to research when it was noticed this morning.

8. Next Meeting
   The next meeting is scheduled for April 6.