



**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER**

INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE

MAY 4, 2018

12:15 PM

MEETING NOTES

Attendees: Art Sandford, Julius Sokenu, Mike Rose, Rachel Messinger, Scott Wolf,
Tracie Bosket, Victory Kitamura
Guest: Matt Spinneberg

1. Review Meeting Notes of 03/09/17
The notes were approved.
2. Desire2Learn
 - Faculty Communication for June 30 Course Content Requests Cutoff Update
Faculty should already be aware of the June 30 deadline due to notifications that have been sent using various methods. A final communication will be drafted and sent out, date to be determined.
 - D2L Student Activity and Grade Queries after June 30 Update
The details are still being worked on to have D2L data available after June 30 as needed for specific student related requests, such as grade information. Course content will not be available.
3. ADA Compliance/Accessibility – Ally Update (Mike Rose)
Mike shared that the Ally project will be on the June Board agenda for approval. Assuming approval, implementation will move forward with multiple phases over the next year. Most likely, pilot groups will be formed to work through the details. Faculty may be the main users of this tool for handling accessible content in their courses. The group discussed that Ally generates four different types of files when a .pdf file is uploaded. Not all the work is done for the instructor, however the instructor is alerted to accessibility problems in their course content via the accessibility checker component. Mike's understanding is that Ally contains good reporting capabilities and a plan will need to be developed on how that information will be used, who, and how often, the information will be reviewed.
4. Classroom/On-ground Technology Needs
Mike explained that the recent convening of the Districtwide Distance Education Advisory Group (DDEAC) will free up time for this group to discuss topics related to technology used in the teaching/learning process other than primarily distance education. Due to the change in the LMS, ITAC has needed to be more focused on distance education. Rachel agreed that the committee will now have more time to take a broader approach to address other classroom technologies. The group

discussed. The committee charge will be sent out to the group for review and to be discussed at the next meeting. The charge can also be found on the District website where the meeting notes are posted. The campus IT Directors were invited to this meeting but were unable to attend. It was suggested that they be invited to the next meeting.

5. College Updates (MC, OC, VC)

- MC: Rachel shared that MC has been accepted into the OEI. Laura Gentry is their new DE Coordinator and she will be working on which courses will be submitted to the OEI. There was a demo of Proctorio at their last DE committee meeting. Access will be available as part of the OEI. Faculty have expressed some concerns with student data and other issues with Proctorio.. Scott shared that he has worked with a limited version and the biggest issue was that it only worked on Chrome. OC has made a decision to not install Chrome on campus computers. Mike noted that browser compatibility it is a common problem; that vendors have favorite browsers that are compatible with their software. He also noted that each campus makes decisions on what is supported on their campuses and that can be based on IT staffing, the campus culture, and security reasons.
- OC: They will be adopting the OEI rubric in the fall campus-wide. They had a demo of Screencast-O-Matic. It has been integrated into Canvas as one of the built-in features but they haven't tested it yet. Tracie shared that MC has tried it briefly and suggested using Zoom instead. Scott agreed that OC uses Zoom and that instructors at OC share favorable reviews.
- VC: There were no attendees from VC.

6. Other Business

The group discussed Equidox. Equidox is a pdf remediation tool with functions similar to, but not as extensive as Acrobat Pro. The main difference between Ally and Equidox is that Equidox is a manual pdf accessibility tool and the work is handled manually by the user. Ally is more automated without as much user control. Equidox would be better utilized in areas such as graphic design and marketing. It would also be a good tool for staff to modify pdf files since it is easier and more streamlined than Acrobat Pro. Equidox allows the user to produce an accessible pdf document. Equidox does not offer site licenses; only individual licensing is offered.

7. Next Meeting

This is the final meeting for the academic year. In keeping with the current meeting schedule, the next meeting would be the first Friday in September, September 7. Rachel encouraged the group to send her any agenda items for the September meeting.