



Technology Committee MINUTES

December 4, 2017 / 1:00 / Room 1687

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

Attendees

Members Present (voting):

Moh Daoud
Segal Boaz
Greg Johns

Members Present (non-voting):

Scott Vigallon
Heidi Ulrech
Jim Gioia
Tim Druley
Jeannie Methe

Members Absent:

Faculty, Student Services
Faculty, BHAWK
Paul Sapsford
Deanna Horvath
Mike Sugi
Diane Brady
Don Carlson
Kali Rippel
Steve Gunderson
Amy Rel
Sherman Lindsey
Classified (1)
Student (2)

Meeting Guests:

Meeting Minutes

- I Called to Order at 1:13 pm. Quorum was not met.
- II The agenda was not reviewed/ approved.
- III The November minutes were not reviewed/ approved.
- IV Staff Reports
 - A. College
 1. Computer/ Network/ Audio/ Video – Steve Gunderson
 - No Report.
 2. Open Learning/ TLC – Scott Vigallon
 - The new Online Learning web site will be launched shortly after the New Year.
 - The state has come up with three options for its online college proposal called FLOW: Option 1: Use an existing campus that will deliver its online courses statewide. Option 2: An existing community college district will host a group of colleges that agree to work on FLOW taught by faculty from the participating colleges. Option 3: Create a new community college district that will operate under the chancellor's office.
 - On Nov. 29, the Academic Senate endorsed the OEI Course Design Rubric Resolution. The main part of the resolution states: "That the Academic Senate of Las Positas College endorses the OEI Course Design Rubric as the standards to strive for in DE classes and suggests that faculty follow these standards in order to meet accreditation and regulatory requirements."
 - Interim President Roanna Bennie and Academic Senate President Melissa Korber signed a letter expressing LPC's interest in the 2018 OEI Consortium Cohort, which focuses on student equity. Although the letter was submitted to the OEI, it does not guarantee LPC's participation or bind the college to joining the OEI Consortium. The letter merely gives the OEI an idea about how many colleges are interested, and it triggers the release of a college self-assessment packet. The

OEI says that participating in the cohort does not mean that colleges have to be part of the course exchange in the fall; each college is to have its own timeline for joining the exchange.

- All DE instructors were asked to voluntarily have their Canvas courses reviewed for web accessibility. Three instructors volunteered, covering six courses. Instructional Technology Specialist Wanda Butterly has completed reports for two of the instructors.
3. Telecommunications/ Copy Services – Heidi Ulrech
- No report, continuing to prepare the telecommunications bid document.
4. Website – Tim Druley
- UpSnap is the tracking service that is being used to assist with marketing for LPC. This is a pilot project and will assess its effectiveness to determine future usage. Other colleges are using similar applications to do marketing.
 - Computer Science Club has been given access to Omni to do a web page for the club. QUESTION: Was this request made through the Director of Student Life? Will this set a precedent for future club requests? How will these sites be monitored for appropriateness of content? After further discussion, Tim Druley felt that more conversation with ASLPC was in order to establish guidelines and oversight.
- B District ITS – Jeannine Methe
- Ms. Methe express the sadness that the technology staff are experiencing with the sudden passing of LPC Computer/ Network Technician II, Ethan Castor. The department is attempting to bring in temporary support services to assist with projects that Ethan had been working on. Scott Vigallon stated that Ethan was a HUGE part of the technology services and support that are provided at LPC for the past 15 years; he regularly would work evenings, weekends and sometimes holidays to address issues that the college was experiencing. He was brilliant and had a heart of gold. Services for Ethan are being planned for January.
 - The new ServiceNow IT Help Desk is currently being piloted. Some committee members mentioned that they had not received information yet in order to participate in the pilot. In light of the recent events, names of those people interested in participating will be re-directed to another technology staff member to try and get them involved. Based on earlier conversations it was determined that it would be best to wait until early Spring Semester to announce the launch. TALKING POINTS: Make a “Coming Soon” announcement as well as in the weekly District Newsletter. Consider the February Town Meeting for an announcement.
 - As far as the Technology Master Plan, reviews of the Education Master Plan, Strategic Plan, Measure A Bond have been done and are now waiting to look at the Program Reviews to capture technology needs.

- The WiFi disclaimer request is on hold until after the WiFi upgrade project is complete.
- Follett is now working on their piece of the Discover project.

V Old Business

- A. LPC Technology Master Planning – See Jeannine Methe’s report.
- B. WiFi Portal Disclaimer – See Jeannine Methe’s report.
- C. Follett Discover – See Jeannine Methe’s report.
- D. ServiceNow – See Jeannine Methe’s report.

VI New Business – No new business.

VII Good of the Order

- Biology instructor, Jill Carbone, submitted an e-mail report regarding VeriCite: Found the site disappointing in that the plagiarism reports were difficult to interpret; more time consuming than other applications; not as accurate as other applications in that with 40 assignments reviewed, zero assignments were flagged; this after years of assigning this assignment.

This was new feedback on VeriCite. TurnItIn is a popular application but quite costly. VeriCite is part of the OEI. QUESTION: Who should this concern be forwarded to? Start with Jeannine Methe. Would it be possible to take the same assignments and run them through other plagiarism applications for comparison purposes?

VIII Adjournment at 2:08 pm.

IX Next Regular Meeting

- January – No meeting
- February 5th
- March 5th
- April 2nd
- May 7th

Documents:

- Sign-in Sheet

Prepared by: HUIrech