



Technology Committee MINUTES

March 4, 2019 | 1:00 | Room 1687

Meeting Minutes

I Called to Order at 1:04 pm. Quorum was not met.

II Staff Reports

A. College

1. Computer/ Network/ Audio/ Video – None

2. Instructional Technology/ TLC – Scott Vigallon

- The annual Online Teaching Conference takes place June 17-19 in Anaheim. Registration is \$325 through April 14, then it jumps to \$375. More details at onlineteachingconference.org.
- The district's one-year license to access the Blackboard archive server will end June 30. Since that server was set up, it has been accessed sporadically based on requests by faculty and by A&R. The main requests have been for information on students challenging grades and for specific pieces of content by instructors. A one-year renewal would cost the district \$40,000.
- The MOU that will guide LPC's work within the OEI Consortium has been signed by Interim Chancellor Ron Gerhard. The MOU is posted on the district and FA web sites. Key takeaways are that faculty will be compensated for the combination of aligning courses to the OEI rubric and offering them on the CVC Exchange. They will also be compensated for reviewing courses as part of the local POCR team.
- Three DE-related flex day sessions will be held March 19: web accessibility, Proctorio, and aligning courses to the OEI Course Design Rubric.
- The District Technology Coordinating Committee is scheduled to see a demo of the web accessibility software Blackboard Ally and perhaps UDOIT at its March 8 meeting. CTO Bruce Griffin also said that at the next Senior Leadership Team meeting, he would seek a new joint task force on accessibility, with members to possibly come from the TCC and Educational Support Services Committee.
- @ONE is offering new, free, self-paced courses designed to teach faculty how to make content in the following programs accessible to students with disabilities: Microsoft Word, PowerPoint, PDFs, and Canvas. It also has a course in video captioning. Register on the [@ONE web site](#).
- The DE Committee continues to work on its DE goals and objectives and is implementing several of the objectives. On Feb. 26, more testing was done on merging courses in Canvas. Courses were manually merged in Canvas, and course names

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):

Dan Marschak
Victor Sandoval
Amy Rel
Julia Gomez
Sherman Lindsey

Members Present (non-voting):

Kali Rippel
Scott Vigallon
Bruce Griffin

Members Absent:

Heidi Ulrech
Tim Druley
Steve Gunderson
Mike Schwarz
Faculty, BHAWK
Faculty, STEM
Faculty, SLPC
Faculty, CLPFA
Don Carlson
Classified (1)

Meeting Guests:

- were changed to reflect that merging. Course and student data transmissions from Banner were then sent to Canvas to see if anything still worked. It did. All users remained in the merged course, student drops were tested, as were the manual removals and subsequent automated additions of students. Those worked, too. The DE Committee decided that if faculty are to merge in Canvas, we create best practices in merging classes. The committee also wants to work with ITS to remove Scott from the course approval process.
- The Fall 2018 DE success and retention rates were the best ever for a fall semester at LPC. The success rate of 66% was 3 percentage points higher than the previous best set in Fall 2017. The retention rate of 81% was 1 percentage point higher than the previous best set in Fall 2017. The success rate has risen the past 4 years, and the retention rate has risen the past 3 years. For comparison purposes, DE classes statewide had a success rate of 66% and a retention rate of 83%. QUESTION: So how are you trying to increase the retention rate? A large portion is spent trying to increase quality of online courses through web accessibility training, paying faculty to align courses to the OEI. Additionally, we have implemented tools like NetTutor, Online Course Readiness Modules. Lastly, we have the annual DE student survey's and are currently investigating web accessibility software, Ally to help improve access to courses. SUGGESTION: Courses with modules are much easier to navigate and more organized.

3. Telecommunications/Copy Services – None

4. Website – None

B District ITS – Bruce Griffin

- Banner Nine upgrade continues will hopefully wrap up within the next month or so, but still working on the student page. The modules that have been rolled out already include finance, HR, payroll, and financial aid. We're able to do financial aid in Banner nine, however, must release B9 student module in order to fully utilize.
- Attended a Guided Pathway presentation focused on the use of Ellucian Product (Ellucian makes Banner) that we already own including: Recruit, Advise, and Degree Works. Degree Works is primarily used for Student Planning and degree audits. Recruit is a product that engages students prior to their application. Advise is to help keep students on their on their educational pathway. Ellucian presented on their vision for how their products fit with guided pathways. QUESTION: When are you hoping to have Banner 9 completely rolled out for students and all? Hopefully by mid-April for all of the back end. Front-end will hope to start rolling out latter calendar year 2019. QUESTION: Will we still have the Zone and ClassWeb? Yes, but will be completely redoing it and rebranding it.
- Single Sign On is getting close to being ready. Next step is to import the students from the past three years. Then if a student reregisters they will get pulled back in. Once the students are in, we will start investigating what can be plugged in to the SSO LDAP tool.

V Old Business

- A. LPC Technology Master Planning – Bruce reported that there is an upcoming call scheduled with the consultant working on the district IT plan. Focus will be on IT governance process for the district that allows for prioritization of specific projects and initiatives and I think the last discussion is a good
- B. Follett Discover – Discussion is continuing. Bruce reported that a meeting has been set up with Follett to talk about next steps now that we can generate course shells for all courses. This will

be worked out with Eric Strickland, Nolan, Bruce, and Scott. Scott noted that there are still some issues with the merging of courses in relation to course shells being automatically generated. Thus, we may not be completely ready to move forward with this.

C. Digital Signage – Steve is working on getting a demo set up with a new company.

VI New Business

- Change in Meeting Time: Suggested change to 2:30 to better accommodate attendance of the district-wide Chief Technology Officer. There are no room conflicts. The only other meeting conflict would be with Curriculum, which we already overlap a bit at this time. Vote on this pushed to next meeting with Quorum. QUESTION: Could it be 2p instead?
- Review of Technology Charge

VII Good of the Order

- A Proctorio Smartshop is in the works for students to see how it works in a low-stakes environment.

VIII Talking Points

- Banner Nine updates
- POCR training and MOU

IX Adjournment at 2:05 pm.

X Next Regular Meeting

- April 1st
- May 6 th

Documents:

- Sign-in Sheet

Prepared by: KRippel