

Technology Committee Notes
June 6, 2019
1:30-3 p.m.

Present

Brandon Bailey, Brandon Gainer, Nazy Galoyan, David Garrido, Sri Lakshamanan, Joe Moreau, Cheryl Owiesny, Mary Pape (co-chair), Lorrie Ranck, Iman Seale (notes), Marisa Spatafore (co-chair)

Approval of Minutes

Minutes approved with minor spelling correction to Cheryl Owiesny’s surname.

Website Update

Placement Online Explainer

Bailey, filling in for Harrell, discussed new online explainer to assist students with assessment. The tool is a step-by-step interactive flow chart to help students to determine the best placement for themselves. Harrell built the coding for the tool while Bailey collaborated with Casie Wheat plus English and Math faculty for the language. Bailey previewed the explainer for attendees.

Other recent improvements

- Career Training webpages were updated by Harrell with new component that draws current degree requirements from central database rather than manually having to keep updating degree sheets every year.
- New “Our Counselors” navigational tool/webpage launched to assist students with finding the right counselor.

Tech Plan Updates

Goal 1: Support ubiquitous, agile technology across the campus community

Objective	Implementation Activities
Promote the consolidation of technology functions to yield economies of scale and/or foster better communication	Pape noted that the recent web updates are a marker of progress with this objective. Moreau updated that there has been little feedback on the app and any feedback has generally been very positive. Moreau and Spatafore agreed that it would be beneficial to review additional app analytics in the fall. Garrido noted that the Professional Development platform search is continuing and narrowing down.
<i>Updated to:</i> Assist with the next phase of Canvas trainings <i>Previously:</i> Assist with the transition of the course management system from Catalyst to Canvas	Garrido updated that the first cohort of Online U is wrapping up and was successful. Heidi King is currently recruiting for the second cohort which will run July-December; faculty have already expressed interest.
Create a map for technology support	★ This objective is complete.

Goal 2: Teaching, learning and student engagement

Objective	Implementation Activities
Collaborate with Academic Senate, other partners on the development of open educational resources (OER)	Pape updated that low-cost materials are now more prevalent and publishers have been fairly cooperative too. Moreau added that OEI has added Canvas course templates to help faculty include OER in their courses.
<i>Updated to:</i> Assist as affordable and feasible in the organized provision and/or support of instructional technology in classrooms and programs <i>Previously:</i> Assist as affordable and feasible in the organized provision of tablets and similar devices in classrooms and programs	Ongoing. Spatafore stated that this objective will need to be reevaluated with the Tech Plan update.
Guide the continual growth of course management system functionality to foster meaningful student-instructor and student-to-student communication	No major updates to report since February.
Collaborate with its accessibility expert and Disability Support Programs and Services (DSPS) to continually evaluate accessibility and Americans with Disabilities Act (ADA) compliance across the website, learning management system and student information systems	Spatafore stated that Harrell continues to use Rocketvalidator for accessibility checks.
Improve access to student and academic services via technology	Spatafore stated that Bailey's report on the updated degree sheets, assessment tool mark progress in this objective.

Goal 3: Deeper research into student success and subsequent responses

Objective	Implementation Activities
Collect and analyze data to guide the enrichment of the student experience through technology	Pape noted that Jabber functionality has improved and is working well. Moving forward, Moreau recommended IT surveys every couple years to get a better sense of student needs, expectations, etc. Based on the timeline of past surveys, another one should be sent out soon.
Research and work to implement device-independent technologies that improve student access and equity	Moreau and Spatafore agreed that lots of positive progress has been made but that this objective should be updated to better reflect where De Anza is now and make it easier to quantify/monitor.

Goal 4: Professional development

Objective	Implementation Activities
Cultivate a culture in which technology training is understood to be beneficial for all employees.	Ranck noted continued work on the Professional Development platform.
Evaluate technology training needs and priorities.	

Curriculum Management

The system can be used for SLO, program review, integration with Canvas (depending on platform selected) as well as catalog. The search has been narrowed down to two platforms. Action most likely won't be taken to procure a new system until July or August due to the fiscal year closing.

Professional Development

Looking for a way for people to track, see what's available, get credit for PGA and more in a central location. Moreau recommended Cornerstone (pros include possible HR integration, free from the state). Ranck stated that implementation is at least a year away.

Standing Updates

Accessibility

- The DSPS survey was recently released. Spatafore said it would be good for Lakshamanan to share results and findings in the next meeting's standing updates.

Banner Student

- Galoyan mentioned there's ongoing work with ETS on localizing certain pages. There's also ongoing work with Banner 9 and SSB. Pape noted that the transition to Banner 9 was smooth.

ETS

- Final ETAC meeting is next week to review for the year.
- Work has continued on a list of district objectives for the 2019-20.
- Moreau stated that a communications manager has been incorporated in Banner; it's been licensed for a while but is now being put into production.
- There will be a new, dedicated support team for the colleges.
- Email and calendar are getting ready to be moved to Office 365 which will improve functionality. It's scheduled to launch before fall.

ETS Project Scheduling

- Grey discussed forthcoming updates to copy and printing services on campus .

Banner Student

- Grey noted an upcoming meeting to discuss Canvas and Banner integration.

Online Education Advisory Group

- Gainer stated that Online Advisory Group met to discuss updates. Suggestion was made that a separate guide that doesn't look like the form would be helpful. Ranck also discussed some of the solutions and alternatives Online Ed has considered to make online learning more accessible for students.

Annual Governance Reflections

The Tech Committee participated in the annual governance reflection questionnaire.