

Technology Advisory Committee
Room 4343
1:30 – 3:00pm

1. Introductions

Present: Don Carlson, Alma Cervantes, Tom Broxholm, Gary Nichol, Sarah Perkins, Bridget Fischer, Jude Navari, Cindy Moss, Jim Petromilli, Kevin Chak, Don Carlson, Ray Hernandez.

2. The Center for Transformative Teaching and Learning

The Center for Transformative Teaching and Learning is under development. Getting structure together with advisory board and include faculty and staff. Bridget will be the Coordinator. Will be for faculty and staff to support professional development. The space will provide a space to learn about technology and provide forums for discussing strategies in teaching and learning. Website: SkylineCTTL.org. Beginning to roll things out but no formal date for the opening of physical space has been decided. Will send out a survey to poll needs for various workshops. Use will be for all faculty and staff. Space has been dedicated at 111G in building 1.

Q: Are we on the most recent version of Moodle? A: No...this is a District decision. DEAC may be able to request the newer version. Upgrades will interface front page from "Blackboard" and address many issues with the older version of Moodle.

Suggestion by Alma C. to decrease assignment load for faculty that are willing to trial upgrades to Moodle and that strategically it be introduced as an option during summer.

3. Distance Education Handbook

Shared draft handbook (first iteration). Will be used a resource for faculty who are currently teaching online as well as new online teaching faculty. This handbook also addresses accreditation standards and online education. This resource will help faculty be more intentional when delivering distance education. Accreditors are holding distance education institutions accountable. There may be differences in online processes between Skyline, CSM, and Canada. The faculty evaluation tool currently does not have a distance education component but the newly formed evaluation committee will incorporate.

Q:How does TAC want to interact with evaluating Distance Education at the College? Further discussion will take place.

College plan to hire an instructional designer. This person will provide professional development and support for faculty when integrating technology.

Regulation issues were discussed:

- documentation of the last day of active student participation in class needs to be traceable. This has been mandated because of fraud by educational institutions.
- out of state students must have state authorization from the residing state to offer education in that state. Our last report showed we had none of these students.

There was discussion regarding student messaging for computer labs and that these messages varied between labs across campus. Some messages were unwelcoming in tone. Suggestion to

have labs be more student friendly and welcoming and that the policy be standard across labs across the college.

Target date for publication of the Distance Education Handbook is January.

4. Labs/Equipment Budget (replacement)

Jim P. distributed a 5 year replacement plan that will be funded by the district. The replacement has been prioritized using a series of questions. Most labs are on a 4 year replacement cycle. Canada will get a larger share from the District with their Building 9 project. E-waste and disposal is factored into the pricing. These are whole lab replacements. Some computers that in the replacement cycle which are newer and still have life span will be redistributed in other areas. The replacement list will be placed on the SkylineCTTL.org

Staff Computers: there are over 750 computers issued to faculty and staff. Some faculty and staff may have more than 1 computer.

5. Tech Plan

The review of the tech plan will require full meeting time. Jim P. suggested October 23 from 2:30-4:30pm. The group approved.

Next Meeting: October 23rd, 2:30 – 4:30pm, room 4343