

Technology Advisory Committee

TAC

October 23, 2012 2:30-4:00



Meeting Minutes

Members in Attendance: Tom Broxholm, Kevin Chak, Bridget Fischer, Ray Hernandez, Judy Lariviere, Jude Navari, Garrett Nicol, Jim, Petromilli, Sarah Perkins, Chris Weidman

1. Distance Education Handbook (Final version F12)

Suggestions for additions were made by T. Broxholm. B. Fischer transcribed additions and will be incorporated. J. Petromilli acknowledged the hard work that has been put into the handbook and faculty will find it as a valuable tool. Suggestion by A. Cervantes to produce a student distance education handbook for their reference.

Action: Committee - provide comments to group via email for everyone to review and capture.

Q: what is a flipped classroom. A: a face to face class is a philosophical approach where lecture is online through video clips-technology and interactivity between instructor and student happens in class.

Q: what opportunities do students have when they register for online classes. A: the district gateway has developed materials and orientation component. A. Cervantes feels the orientation piece is incomplete.

2. Review of October Survey-Action items Development

Results shared. Just as many respondents state they use Webaccess everyday as much as do not use it at all. The CTLL can provide more staff support with the addition of an instructional designer. This will hopefully increase the use of Webaccess and recognize the utility of the resource and provide support. There is issue with the current grade management system on Webaccess. J Lariviere commented that faculty must be compliant with state and federal regulations. STOT has focused on accessibility as faculty are developing curriculum and integrating technology. The CTLL website needs to provide information regarding state and federal accessibility regulations so faculty are aware of these requirements as they are developing online curriculum.

3. Suggested nominees for TAC subcommittee (DE advisory committee)

DE advisory committee – this committee would focus on issues with distance education and help to move Skyline forward: Sarah Perkins, Joi Blake, John Mosby, Mary Gutierrez, Jim Petromilli, Bridget Fischer, Nina Floro, Jesse Rankin, Eric Brenner, Nohel Corral, David Hasson, Jude Navari, Chris Gibson, A.J. Bates, Ilkka Koskelo, Judy Lariviere, Alma Cervantes.

C. Weidman suggested that this committee run through the shared governance groups for approval.

4. DEAC report

Meeting focused on District Strategic Plan and the need to share this plan at the college level. STOT was discussed and reviewed as favorable.

5. November survey and use for TECH plan

6. 4-year equipment faculty and staff replacement plan

Shared a proposed 4 year replacement cycle. Provided guided principles in prioritizing technology replacement. J. Petromilli shared draft replacement schedule and ran through prioritizing thought process. List will be reviewed by VPs and Deans for feedback. Skyline is the only college that has this level of planning and detail. Breakdown of technology: 64% replaces computers, 4% printers, 17% classroom technology, 17% contingency with a proposed \$240k annual budget. The district is disturbing 2 pots of money to college. \$200 - \$250k for instructional/instructional lab replacement. 2nd amount will be split between 3 colleges ~\$400k each year over the next 5 years for computer replacement-non instructional. These funds also will need to cover costs of general instructional equipment.

Q: What is the life cycle of a projector? A: 6 year life cycle. Includes 2 bulb replacement.

Q: Is there cost for scrapping computers? A: When computers are purchased, there is a recycling fee paid up front.

Q: What about division copying machines? A: Some are leased and some are owned. Needs to be another topic of discussion and identified a standard of how we maintained them.

7. Meeting 2x a month

Will schedule one extra meeting through the end of the year and one in January:
November 6, 20
December 4
January 22

Next meeting November 6, 2012