Educational Technology Committee
November 19, 2015
Notes (approved 1/28/15)

Present: Gregory Beyrer, Co-Chair, CRC; Jena Bills CRC; Steve Bowles, DOIT; Alice Dieli, ARC; Zack Dowell, FLC; Caleb Fowler, FLC; Markus Geissler, CRC; Patty Harris-Jenkinson, SCC; Gary Hartley, FLC; Tim Hixon, CRC; Adam Karp, ARC; Kandace Knudson, SCC; Jennifer Kraemer, FLC; Sue Lorimer, Co-Chair, DO; Stephen McGloughlin, CRC; Doug Meline, DO IT; Marsha Reske, ARC; Johnathan Santos, ARC; Kirk Sosa, CRC; and Daniel Gilbert Valencia, SCC.
Not in Attendance: Elaine Ader, SCC; Tak Auyeung, ARC; Andy Divanyan SCC; and Sheley Little, SCC;
Guests: Kim Goff and Debra Luff, SCC; Veronica Lopez, CRC

Welcome
Co-Chairs Greg Beyrer and Sue Lorimer welcomed members. They requested approval to alter the agenda to allow for the presentation of GradGuru to occur first on the agenda. Introductions were made.

Grad Guru Presentation
Dr. Debra Luff, Associate VP of Enrollment and Student Services, from Sacramento City introduced herself and Kim Goff, A&R Supervisor from SCC. She and Kim made a short presentation on the GradGuru app for mobile devices. GradGuru is a simple app that sends notification to students when deadlines during the academic calendar are occurring. They noted that (1) they met with district PIOs who helped with developing an app card to help with the marketing of the app to students; (2) there was a small roll-out during the summer at SCC, and then CRC, and ARC and FLC began utilizing the tool this fall; (3) the basis of the notifications is the academic calendar which we import; (4) that we control the content and timing of what is sent; (5) even without a major push to get students to use the app, there are approximately 1000 students currently using it; and (6) students can complete tasks, earn badges for the completion of activities (such as orientation), and also enter into drawings for prizes sponsored by GradGuru.

Jonathan asked whether feedback is provided on what students are looking at? Kim noted that analytics are available and they show they are looking at deadline information. Marsha asked about its accessibility? Debra noted that it works with all operating systems on smart phones. Students opt in and no authentication is required. It was noted that the district is using $20K of SSSP funds to utilize the service. Sue asked whether employees can use this? Yes!

Greg wondered about future uses of the app and noted the Upcoming Peoplesoft mobile app currently being worked on at district. The committee noted that it was a good service but would like to see: better branding of the app; a feature that would show a campus map. Greg noted that the app is "location aware" so that it suggests colleges nearby to students looking to take classes.

Doug noted that there is a difference between generic communications of GradGuru with an opt-in versus the communications targeted to specific students which would require a log-in. He's had several discussions regarding Peoplesoft mobilization and it will also be able to give generic and specific information. He felt that both systems could be used as it would give students more ways to receive important information.

The committee thanked them for their presentation.

<u>Approval of Notes from October 22, 2015</u>
The draft notes of the October 22, 2015 meeting were approved by consensus.

<u>Informational Updates</u>
College Technology Committees

- o ARC: Jonathan Santos reported that they are researching whether or not they have the resources to host and support the website internally or whether or not it will have to be hosted outside the campus; whether or not the ARC Technology Committee should function as a "consumer reports" type service when new equipment is to be purchased;

- o CRC: Greg reported on the activities at CRC and Stephen McGloughlin noted that what is considered "instructional technology" is being reviewed and what committee on campus should review it during the Capital Outlay Budget (COB) and Instructional Technology Multimedia Budget (ITMB) processes.

- o FLC: no report

- o SCC: no report

- o District IT: Doug Meline reported that he's met several times with the Highpoint mobilization tool vendor. He said that the system is very promising; that there are Financial Aid applications; they have been able to extract the D2L data as required by Civitas; the next step is to create a district technology plan, which was noted as needed by the recent ACCJC team. He noted that he will be in discussions over the next few months and will have an outside vendor assist with this planning process. Sue noted that the District has set aside the funds to do this and to actually implement the plans that are generated. Markus wanted to ensure that the products that we use are secure and able to export their data to multiple applications. Doug noted that the data will belong to us.

- o LMS Coordinators: Steve Bowles noted that there will be a D2L system update on 1/6/16 in order to accomplish the three-year data purge, some software patches, and setting up the for the integration with PeopleSoft for the upcoming semester. He noted the integration of D2L is in process, and Canvas has set up a "sandbox" to allow faculty to test out the platform. Marsha Reske noted that the faculty are very excited about Canvas and ARC will hold a flex workshop on the OEI.

<u>Discussion Items:</u>

- o <u>Los Rios Strategic Plan Process Update</u> – Sue Lorimer discussed the upcoming strategic plan process and how it will differ from the last plan. The District has engaged the services of the Weiss Group to lead us through the process, and they have already met with the Board of Trustees to go over our mission and vision and goals. Sue noted that the workshop with the Board and later with the Chancellor's Cabinet resulted in both groups feeling comfortable with the District "being bold" in our interests and goals. There will be small steering committee to support the planning process and town hall meetings at all campus locations. A charette will be held in early April. A difference this time will be that strategies generated will be reviewed by the groups who have expertise in the areas. They will be allowed input with the possibility of changing the strategies that directly affect them. She hopes to have a draft plan Board and accepted by the May meeting. Institutional Research will add environmental scan information

to the plan. Greg asked what an appropriate type of question might be at a town hall meeting and Sue provided an example.

o   <u>LMS Work Group Update</u> – Sue and Greg noted that the LMS group met on November 10th to discuss platforms, but the group quickly realized that it should probably focus on joining the OEI and possibly using Canvas to be able to utilize the course exchange feature. Greg noted that he shared the RFP for the selection of Canvas that the OEI used.   Sue noted that Los Rios won't need to issue an RFP because initially the use of Canvas will be free through the State Chancellor's Office.

o   <u>Create Improved Emergency Communication Process for Internet Disruptions</u> – Doug Meline noted that the IT department investigated what systems designed to notify users of Internet (and D2L) service outages were already in place and functioning as well as what may need to be updated. They also investigated what distribution lists were in place for people to receive the appropriate notifications of outages. Jena, Alice, and Marsha voiced their concerns that students be redirected to an outage page when D2L is down and that students on D2L should receive the same service as students in an on ground classroom. Steve noted that a student's inability to get into D2L could be an individual (operator error) or universal type outage, so there may not be a one-size fits all. All agreed that the information regarding outages and/or how to get to an information page with this information should be clearly visible/obvious.   Tim noted that campus locations are not staffed 24 hours, and redundant systems need to be utilized so if one goes down, the next one will provide a temporary patch.

o   Other – Greg noted that he will be on Type C Professional Development leave in the spring and asked if anyone on the committee would be interested in assuming the role of co-chair for this committee. He noted that the District Academic Senate President (currently Brian Robinson) must appoint the co-chair and that the person need not be a current member of the committee. Sue noted that the committee works best with a faculty co-chair, but that she would be willing to chair it alone for the one semester if no one is appointed. Greg noted that Scott Crosier (CRC) will co-chair the LMS Work Group committee.

<u>Future Items</u>
- Update on Mobile Device Management Policies

<u>Next Meeting</u>
The meeting was adjourned at 4:05. The next meeting is scheduled for January 28, 2016 from 3:00 to 5:00 p.m. in the LRCCD Main Conference Room.