Educational Technology Committee
January 26, 2017
Notes (approved 2/23/17)

Sue Lorimer (Co-Chair)	DO	PR	Kandace Knudson (Co-Chair)	SCC	PR
Markus Geissler-out Sp17	CRC	EX	Zack Dowell	FLC	PR
Grace Austin	SCC	PR	Marsha Reske	ARC	PR
Tak Auyeung	ARC		Gregory Beyrer	CRC	PR
Jena Bills	CRC		Jennifer Kraemer	FLC	PR
Caleb Fowler	FLC	PR	Sheley Little	SCC	PR
Patricia Harris Jenkinson	SCC	PR	Alice Dieli	ARC	
Adam Karp	ARC		Stephen McGloughlin	CRC	PR
Gary Hartley	FLC	PR	Elaine Ader	SCC	PR
Kirk Sosa	CRC	PR	Doug Meline	DO	PR
Brian Pogue	SCC	PR	Daniel Gilbert-Valencia	ARC	PR
Jon Santos	ARC	PR	Others: Andrew Brooks	DO	PR
			Pamela Bimbi	ARC	PR

Welcome
The meeting was called to order at 3:05 by Co-chair Kandace Knudson.

Approval of Notes from November 10, 2016
The draft notes of the November 10th meeting were approved by consensus.

Campus IT Updates
- ARC –Jon noted that new network switches are being installed and they are working with FLC to overhaul their websites.
- CRC – Stephen noted that their second line will hopefully be installed within 30 days.
- FLC – Gary noted that 25 Surface Pros were deployed and well received by faculty and FLC will receive an additional $200K to support Netlabs.
- SCC – Elaine noted they are using Classified Temp IAs who have been specially trained to help students with online questions.
- DO IT – Sue noted Doug Meline's upcoming retirement and thanked him for helping the district discover how far behind it was in the area of technology. She noted that we will not immediately be hiring a permanent replacement, but will be asking the Board of Trustees to approve the use a contract employee either from CampusWorks or Dynamic Campus for about two years. It is hoped that this person's project management and IT experience will help us gain some ground and get the District Technology Plan well underway. Elaine requested that campuses have input into what projects the contractor will treat as priority. Sue noted that the campus presidents have been asked what their priorities are and the priorities are noted in the District Technology Plan. Doug noted that we've worked with both vendors in the past and they are both familiar with the status of our district related to technology. Sue noted that pending Board approval, Andrew Brooks will assume the interim IT Director of Production Services position vacated by Steve Bowles' retirement. Doug noted that hiring committees are being formed for this position as well as others that are vacant at DO IT and it's been difficult to get qualified applicants for some of the vacancies so outside consultants have been used to fill the gaps. He noted that connectivity has been the top priority for some time as well as our ability to execute and get projects completed. Andrew presented information on D2L and Canvas usage and

noted that we are working with Instructure to improve their response times. Greg noted several "disconnect" issues that CRC experienced with D2L.   Andrew noted that 429 calls were initiated to the 24hr help desk, but more detailed information needs to be gathered by Instructure regarding the topics for which they are seeking help. Elaine noted that more communication (global announcements) would be good when things are not working properly along with the implications to the systems impacted.

College LMS/DE Update
- ARC – Marsha introduced Pamela Bimbi, who is the LTT Distance Education Coordinator, taking her place due to her promotion to Dean of the Virtual Education Center. She praised the 24/7 helpdesk and webinars the district purchased to support the transition to Canvas. She noted that the 100% online intersession they held had wait lists on each of the 10 courses offered. They are running an online Education Initiative Academy, and offering stipends to faculty who use the rubric and get their course offered in the OEI. She also noted that they are working to get a Universal Design Coordinator hired for the Virtual Education Center.
- CRC – none.
- FLC – none.
- SCC – Brian noted that he's not had too many questions from faculty on Canvas due to its ease of use.

Report Out on Directors of Educational Technology for Higher Education Conference
Kandace provided an extensive report on her attendance at this conference. She noted that Brian Pogue and Kevin Flash also attended and that at least 1 out of 3 of students who graduate from college have taken at least one online course. It is estimated that this number will soon rise to 1 out of 2 students. She also noted that the OEI has an accessibility person reviewing each of their courses offered and 116 of 113 campuses in California are joining the OEI. CA Virtual Campus is a tool to allow students to see all online courses available in California and Greg noted that it is updated manually.   "Flexible spaces" was a topic of conversation and it was noted that active learning helps bring up the performance of all students including lower performing students by forcing faculty out of "lecture" mode. Elaine noted that sustainability could be an issue when so many initiatives are providing classroom technology, but not the funds to sustain and/or replace them. As we evaluate future opportunities, she'd like to see us address this issue and be willing to decline opportunities if we aren't able to sustain them (VTEA funding example).

Canvas Rollout Experiences
Sue and Kandace asked for updates from members present on their rollout of Canvas and how the training of faculty is progressing. Greg noted that the delay to move Canvas into production mode made some faculty delay transitioning their courses. His training at CRC is focused solely on Canvas (not D2L) for faculty and he noted that the transition from D2L to Canvas is going much easier than the prior transition from BlackBoard to D2L. Marsha noted that they have taken a light hearted approach to the transition at ARC by offering stuffed pandas (the Canvas mascot) in raffles to those who complete the training and publish their courses. PJ likes Canvas, and noted that Sacramento State University is considering moving to this LMS for fall 2018, which will make it easier for our students to transition. Some faculty present noted they converted their classes and some noted that it was easier for them to start from the ground up to build their classes in Canvas. PJ asked if the mobile app for Canvas has been improved, but it was noted that many features of Canvas are not available for the mobile app and the vendor will not expend the effort to do so due to limited return on investment. It was noted that Ipads and tablets have better capabilities than phones, but that computers and laptops are the best devices to use in order to access all the features.

Discussion Items

    a.   District Technology Plan Update – Sue noted the *Draft District Technology Plan* has been reviewed by the District Technology Plan Steering Committee and the Chancellor's cabinet. She reminded everyone that the plan is a high level plan and that additional planning may be needed to accomplish each of the goals because the District will be held accountable for its completion due to the tie to Accreditation. She noted that when presidents were asked what their top priorities were for the next two years, they responded with: new course management systems (to assist with the development of pathways) and Starfish (lifecycle of student) system. Greg noted that at CRC they are working on their strategic plan and wondered how this plan fits in with that. Sue noted that the most current strategic plans available were used to inform the District Technology Plan, so it may not be the most up-to-date for each campus depending on where they were in the strategic plan cycle.

        The plan goes to the Board of Trustees on February 8th. Accreditation follow-up plans from each campus will also be presented at this meeting.

    b.   Office 365 – Doug noted that licensing is still a challenge for using the Office 365 and the Cloud. An additional 3000 licenses were purchased because some students and NEAs did not have licenses. Testing has expanded to include groups (shared calendars and delegates) and there should be a migration during summer for groups. The staff migration to Office 365 is working well. How will the student version of Office 365 will be implemented (by DO or by each campus) is being discussed. There over one million student accounts and we are not sure if we need to license these accounts, which could be very expensive. Elaine suggested that a task force be created on this because Google docs is also being used by students. PJ noted that Google docs works well with Canvas, but does Office 365? Issues like this are what need to be discussed by the task force. Doug noted that we need to pick one system and make it available to students to avoid confusion. Google docs has been used for at least four years, but Greg noted that students are not using it to its fullest (due to lack of training for both staff and students), so students wouldn't have difficulty migrating to something else. It was noted that the authentication piece took too long to work out, and interest faded and focus was diverted to selecting a new LMS platform. There's a limit to what you can focus on w/o seeing any progress. Doug cautioned that we ensure that students are surveyed regularly to make sure they are happy with the technology or if it needs to be modified. Campus Research Offices should be notified of any surveys of students. PJ noted that focus groups are also a good way to get information from students. Doug noted that the Office 365 project will be handled by a contractor due to James Rafael's departure.

Future Items

- Top Hat (clicker technology) – PJ suggestion
- BHAGs Idea – Pathways/Enrollment Management/Iepi Grant (Elaine Ader)
- Mobile Device management – February's meeting
- Innovate Funding Options

Adjourned at 4:40.

Next Meeting
The next meeting is scheduled for February 23, 2017

Learning Management Update
Education Technology Committee Meeting
January 26, 2017

1. **D2L Volume update (as of 1/26/17)**

	Spring'16 Final	**Spring'17 Current**	% of prior
▪ D2L Course Offerings	3,710	**2,787**	-33%
▪ PS Graded Components	4,599	**3,550**	-29%
▪ Faculty	1,495	**1,129**	-32%
▪ Student Enrollments	126,369	**91,724**	-37%
▪ Unduplicated Students	56,044	**48,046**	-16%

2. **D2L Improvements & Other Status**
   - ▪ No additional upgrades or patches will be applied to D2L.

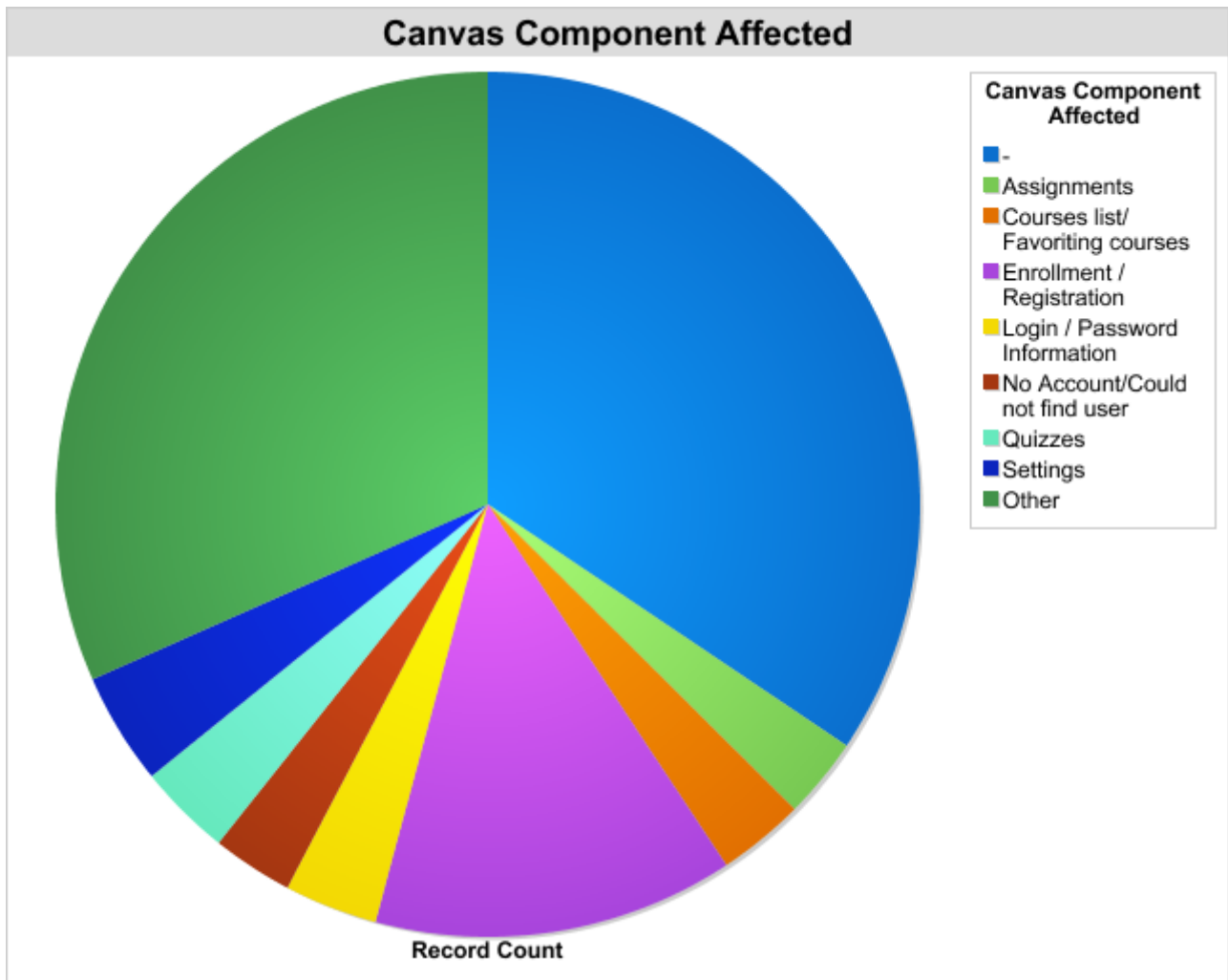3. **Canvas Update**
   - ▪ Counts for Spring' 17

	Courses	**Faculty**	**Students**
ARC	300	157	9,674
CRC	95	57	3,052
FLC	156	70	4,484
SCC	255	132	9,380
Total	**806**	**416**	**26,590**

   - ▪ Issues
     - Enrollment
       - ▪ Fix has been tested successfully in the Beta environment.
       - ▪ Fix will tentatively be loaded into production tomorrow (Friday) morning.
     - Performance/Availability of Canvas environments.
     - Ticket escalation and after hours response.

   - ▪ Canvas 24/7 Helpdesk Calls

ARC	148		CRC	19
FLC	27		SCC	205
DO	30			
		Total	**429**	

Canvas Component Affected

Canvas Component Affected
- –
- Assignments
- Courses list/ Favoriting courses
- Enrollment / Registration
- Login / Password Information
- No Account/Could not find user
- Quizzes
- Settings
- Other

Record Count

Note: The blue section without a label indicates the user did not select a topic for the ticket.

4. **Google Apps Update**
   ▪ No new updates.

5. **Library System Update**
   ▪ Sierra Patron Authentication API – would allow students to access eBook content from a new vendor (Proquest) using their EMPLID.
   ▪ This is a new request that is still being researched.