

Educational Technology Committee

February 22, 2018

Notes (approved 3/22/18)

Jamey Nye (Co-Chair)	DO	EX	Alice Dieli (Co-Chair)	ARC	PR
TBD	CRC	EX	Zack Dowell	FLC	PR
Marsha Reske	ARC	PR	Kandace Knudson	SCC	EX
Grace Austin	SCC	PR	Gregory Beyrer	CRC	EX
Jena Trench	CRC	PR	Jennifer Kraemer	FLC	PR
Caleb Fowler	FLC	PR	Sheley Little	SCC	
Patricia Harris Jenkinson	SCC		Kirk Sosa	SCC	
Adam Karp	ARC	EX	Stephen McGloughlin	CRC	
Matt Wright	FLC	EX	Jeff Lewis	FLC	PR
Jonathan Santos	ARC		Tom Danford, Interim CIO	DO	PR
Brian Pogue	SCC	PR	Daniel Gilbert-Valencia	ARC	PR
Pamela Bimbi	ARC	PR	Mike Day	DO	PR
Guest: Josh Hall	CRC	PR	Guest: Emmie Oesterman	CRC	PR
Guest: Andy Divanyan	SCC		Guest: Tim Hixon	CRC	

Welcome

The meeting was called to order at 3:06p by Co-chair Alice Dieli and Jamey's designee co-chair, Tom Danford. Introductions were made.

Approval of Notes from January 2017 and the Agenda

The draft notes of the January meeting were approved by consensus (a question later arose regarding the section on Hybrid definitions). The agenda for today's meeting was approved by consensus.

Campus IT Updates

- ARC – none
- CRC – Emmie Oesterman, Interim IT Supervisor noted the future agenda item of distance education virtual desktops and brought it to discussion. She noted that the ISO committee would like for this committee to let them know if having remote virtual desktops would have a positive impact on student's abilities to perform lab work and if it is worth the possible security risk. It was noted by those present that students would remote into their courses just as they currently do in Canvas. Daniel noted that the LMS coordinators have discussed this and it will help the students financially because they won't need to purchase specialized software for their labs. Tom noted that this is not new technology and benefits working student especially who can remote in at work and/or at home and not have to come to campus for labs or purchase the individual software license for home use. Mike noted that faculty would need to be aware that the information on a shared drive could be accessed from the student's home, but they could access it just as easily from campus. Marsha asked how it works and Josh Hall described how the student uses a remote virtual desktop and noted they still need to log-in and authenticate. Applications could also be published in a browser for everyone to access. Alice noted that custom desktops could be set up for each student, but that security is a major concern. None of the committee members present opposed the ISO researching the risk for offering remote virtual desktops to our students.

- FLC – none
- SCC – none
- DO IT – Tom reported on the Office 365 pilot project. He noted that Mike Day and staff have worked hard on the 20 pilots that have been deployed and will roll out another 80 pilots (including the LMS Coordinators) by the summer. They will work closely with campus IT departments and will not impose Office 365 on anyone without consulting on timelines. Tom noted that 50G of storage space per employee is available with Office 365.

College LMS/DE Update/OEI Course Exchange Application

- ARC – Pamela noted that they secured the Academic Senate approval of the resolution supporting the OEI application. Marsha has been working on the application. They are developing a Canvas course worksite with self-paced training opportunities. The ARC online website is highlighting 8 week courses open and available for students to enroll. It also contains a module for students to experience a CANVAS course before they enroll and the OEI's quest for success.
- CRC – CRC is waiting for one more signature before submitting its OEI application; Jena noted she's on their DEIT committee and they are working on their distance education definitions and she is working with Gregory Beyrer on establishing a proctoring center at CRC as part of the proctoring network.
- FLC – Zack noted their OEI application is progressing.
- SCC – Brian noted that their application process is going well and they had 17 people enrolled in their online teaching academy which is a hybrid. Marsha asked if there is opposition to instructors being trained. Grace noted that there isn't so much opposition to being trained but some opposition in regards to perceived benchmarks, definitions of what training entails, and retraining requirements.
- DO – Mike reviewed the information on his LMS Update (see attached). He noted that there are 55,000 students, 1700 faculty, and 3600 courses with published content in Canvas. Several LTIs are in process of being approved or activated including google apps, Wiley Plus, LibGuides (FLC), some pending FERPA review, Inquisitive and Webcom. Requests for additional functionality in Canvas include ARC (communication video collaboration tool) has been approved for three years, so the implementation team will be formed (the vendor will assist with the implementation). SCC is interested in Bridge, which is Instructure/Canvas's professional development tool. There will be a pilot on March 2nd. Several members asked if the training could be recorded and Brian will check into that. Mike noted that ALLY is an accessibility tool that is owned by Blackboard and there may be funding to purchase this tool.

Accessibility Task Force Update

Tom attends the Accessibility Task Force meetings. He reminded the group that we were recently audited by the State Auditor's Office (ARC and the DO were audited). The District contracted with CampusWorks to perform an accessibility assessment. They noted that the main areas of concern are our websites, online classes, and administrative computing (PeopleSoft). The website assessment is complete, and the website is being migrated to another platform. The next phase will be to review our online classes in Canvas, and he noted that there will be NO repercussions for any findings of accessibility inadequacies that are discovered. The assessment results will be published in a non-course-specific manner. Jena noted that some faculty would want to know if specific inadequacies were found in their online courses. Alice believes that if the assessment is truly anonymous, that is not possible, but Tom will ask the General Counsel if that's possible. Jena wanted to know what the goal of the assessment and it was noted the goal was to identify where

we have issues with respect to accessibility in the areas of online courses (most likely in the content provided by faculty). Jena requested that funds and time for training be set aside to correct the compliance violations. CampusWorks noted that ongoing training should be provided. Marsha noted that we are ahead of the taskforce with the use of ALLY. Jena asked if there is an ALLY sandbox available, and Mike noted that there isn't and one wouldn't likely be available until we get a contract with them. He also noted that ALLY wants to ensure that training will occur because they don't want it to fail and they want a commitment and a project manager. Tom noted that Los Rios is a leader in addressing accessibility issues.

Other Items

Ad Astra Update – Tom noted that this vendor was selected following the RFP process for the course scheduling software. The contract is being negotiated with the General Counsel, Albert Garcia, and Ad Astra. It's a cloud based service and there were no service level agreements in the original contract. Representatives from Ad Astra will be at the district next week to begin the process to develop the implementation timeline.

Future Items

Items Accessibility and Virtual Desktops were removed as they have been discussed.

Adjourned at 4:02.

Next Meeting - The next meeting is scheduled for March 22nd

**Learning Management Update
Education Technology Committee Meeting
February 22, 2018**

1. Canvas Update

- Canvas Counts for Spring '18 (**as of 2/21/18**)

	<u>Courses</u>	<u>Faculty</u>	<u>Students</u>
ARC	1,265	665	20,017
CRC	759	322	11,831
FLC	473	235	7,156
SCC	1,071	473	<u>16,014</u>
Total	3,591**	1,695	55,018*

**Total Students is the duplicated count*

***Courses with multiple sections count as 1 course*

- New External Apps or LTI Requests for Canvas (www.losrios.edu/lrc/lti_request.php)
 - Status of latest faculty requests:
 - Google LTI -- **Activated**
 - Wiley Plus -- **Activated**
 - LibGuides (Springshare -- Library) -- **Activated for FLC Only**
 - InQuisitive (W.W. Norton) – **In Review** (waiting on FERPA Compliance)
 - WebCOM (Great River Learning) – **In Review** (waiting on FERPA Compliance)
 - Top Hat – New (need to install in sandbox instance or initial review)
- Other Requests for New/Added Canvas Functionality
 - ARC
 - Communication tool that allows instructors and students to actively post and collaborate through video and audio media.; Purchase order for districtwide use was just approved, so project kickoff soon.
 - Bridge
 - Professional Development and Project Management Software/Functionality; SCC will pilot soon, with Demo and Q&A Session planned for Mar 2 (1-3pm)
 - Hosted Canvas Data
 - Service from Canvas that provides admins with optimized access to their data for reporting and queries.; Currently evaluating demand, requirements, functionality and cost.
 - Ally
 - Recommend LMS Accessibility Checking Software; Waiting for the final version of the FCCC MSA (with Blackboard) for Ally.
- Faculty and Staff Training and Support
 - Colleges continue to offer hands-on and online training through ITCs, DE/ LMS Coordinators, etc.; Recommendation from LMS Coordinators to continue allocation of funds from District designated for Summer '18 Canvas support at the Colleges.
- Faculty/Course Evaluations in Canvas (EvaluationKIT)
 - Successful completion of Pilot for Fall and decisions to continue for Spring; Communication and training on tool was provided, with full

DO-IT support available; HR Webpage has been updated with Instructions and link to Request Form

- Statistics so far:

1st 8wk courses: 7 have been completed, with 70% response rate; 2 more are scheduled to start on 2/23

2nd 8wk courses 8 are scheduled

Full Term courses 26 are scheduled

- Student Orientation in Canvas

- Successfully converted and rolled out on January 10, 2018; New (term activated) students are loaded into Canvas every 2 hours, shortly after student applications are uploaded and processed in PeopleSoft.; Steps to Success Webpage has been updates with requests and improvements related to login and navigation.

- Canvas 24/7 Helpdesk Statistics for Spring '18 (as of 2/21/18)

Email	20
Online Submission	365
Phone Calls	<u>1,232</u>
Total	1,617

