Educational Technology Committee
January 28, 2021
Notes (approved 2/25/21)

Name	Location	PR/EX	Name	Location	PR/EX
Jamey Nye (Co-Chair)	DO	PR	Jena Trench (Co-Chair)	DAS	PR
Pamela Bimbi	ARC-DE	PR	Lori Beccarelli	ARC	PR
Alice Dieli	ARC		Lori Hokerson	ARC	PR
Kale Braden	ARC-Adm	PR	David Weinshilboum	CRC	
Markus Geissler	CRC	PR	Lance Parks	CRC	PR
Patrick Crandley	CRC-DE	PR	Stephen McGloughlin	CRC-Adm	
TBA – FLC Faculty	FLC	PR	Jennifer Kraemer	FLC	
Morgan Murphy	FLC-DE	PR	Angela Prelip	FLC	PR
Matt Wright	FLC-Adm	PR	Kirk Sosa	SCC-Adm	
Wondimagegn Shewa	SCC		Kandace Knudson (Alt.)	SCC	PR
P.J. Harris Jenkinson	SCC	PR	Brian Pogue	SCC	PR
Sheley Little	SCC	PR	Torence Powell, AVC	DO	PR
Tamara Armstrong, AVC	DO	PR	Mike Day	DOIT	PR
Tak Auyeung	LRCFT	PR	Jeff Karlsen	Librarian	PR
Marsha Reske	ARC-NV	PR	Guest: Julie Oliver	DAS-NV	PR
Guest: Nicole Woolley	OCDC-NV	PR		CRC	PR
Students:		Olivia Garcia-Godos Martinez and Imren Singh (PR).			

Welcome

The zoom meeting was called to order at 3:02pm by the co-chairs.

Approval of Notes from October and the Agenda

Introductions were made and the agenda for today's meeting was approved. The notes from November were approved with a small correction. The committee thanked and wished well the IT Director who has taken another position outside of the district.

Discussion Items

- **Digital Media Proposal Feedback from LMS Coordinators Group** – ARC's digital media proposal, originally presented at District Academic Senate, was briefly reviewed and the recommendations of the LMS group were reviewed by the committee. The recommendation was that the professional development teams at each campus coordinate with the LMS group and DOIT in order to create a clear and coordinated messaging and training for the use of the technology tools and support that is available to everyone in the district related to those tools. The coordination is necessary in order to help faculty navigate the wide and increasing variety of

resources available in the district. We lack financial resources to provide ongoing support staff due to declining enrollments and CARES act funding being short-term. Therefore, an inventory of the tools that district has would be beneficial and achieve some of the goals of the proposal. It was noted that DOIT has already started to develop an inventory of the applications in use/available within the district and this inventory will be helpful so we know what we currently have and possibly avoid purchasing duplicate tools in the future. It will also help coordinate across the district and reduce the number of tools DOIT needs to support. It was noted that Canvas Studio and 3C Media may cover a lot of the things on the proposed service list. It was also noted that the State is funding some of these tools through the next year and that the district previously funded Studio for all of the colleges. Also having stability and predictability about what tools will be used in the future would be beneficial and possibly get more faculty to use the tool.

It was asked how the group feels about the recommendation so that information can be forwarded to DAS. The group agreed that the faculty co-chair will bring a summary of the discussion to the District Academic Senate.   It was suggested that a small task group be formed to include a DE coordinator working with the AVC of IT and DAPIC could be consulted once the inventory is identified.

- **Test proctoring software and academic integrity -** Proctorio is our current test proctoring software and it was paid for by the state chancellor's office through December of last year. The district paid the $80,000 to cover the service through June 30. The cost is based on the number of proctored exams and is substantially higher due to remote operations. It was noted that ProctorU has been examined as an option, but is very expensive, as well as ExamSoft, which is a bit more reasonably priced. A list of our needs should be developed so that we can do a fit gap analysis and compare vendors.

It was agreed by the group that we do need proctoring as a service.

There is a desire to form a work group or task group to include faculty and student representatives along with a group of DE coordinators to work on the selection of a proctoring system and to identify shared values with regards to academic integrity and student privacy. It was noted that academic integrity is not always related to test proctoring but it should be prioritized in any search for a tool for test proctoring. Including students in the selection of the proctoring software will allow them to provide their input regarding our shared values of academic integrity. It will also help inform the students that they are being held to an honor code and that faculty have academic integrity policies. The importance of the quality of our academic integrity for our institution as a whole was noted. We should identify what our shared values are with regards to academic integrity and assessments particularly online proctored assessments and how we can reinforce that and the tools we use to reinforce that. It was also noted that the state chancellor's office guidelines regarding camera use are not binding.

Addressing the issue of academic integrity should be in collaboration with members of the academic integrity committees from the four different colleges and the District Academic Senate. Next steps will be to recruit membership for the task force and report to DAS at the next meeting. Members of this committee volunteered to be part of the new group.

- **Canvas math equation issues-** The customer service manager at INSTRUCTURE noted they are committed to delivering a fix in their February release of Canvas and it should be retroactive to correct past equation issues

- **Other -** Students sharing links with their instructors who then share the links with the rest of the students was noted as an area of possible concern especially where copyright infringement may occur which may put the faculty and or district in jeopardy for violating copyright law. Professional development regarding copyright law could be beneficial to faculty and other staff.

Reopening

The group working on the reopening of our campuses includes a vice president from each campus. They are working on a framework for decision making for re-opening and have developed a draft plan to prioritize which classes/programs are offered at the various alert stages. Currently we only have first responder programs being offered on campus and other programs are sitting idle because they are impossible to convert to remote instruction. It is still up in the air whether or not the majority of people will be vaccinated by the fall, and our students will most likely be in the last group to be vaccinated. Chancellor's Cabinet which has representation from all constituency groups and bargaining units will have weekly meetings to determine the framework to help plan how we will reopen in the future. It was noted that a MOU is being generated to allow full-time instructional faculty whose courses are able to be taught online and whose courses are also DE approved to teach 100% online during the fall semester if our facilities are allowed to open. If our facilities are still required to remain closed, courses that do not have DE approval may be taught online. Faculty may wish to get their courses DE approved as insurance so that they may teach online in either scenario.

Informational updates

Los Rios Colleges Online - The Coordinating Council focused on four specific target areas within the online space, and one of the task groups assigned is close to issuing a series of recommendations relative to program development. These recommendations will be sent to the executive sponsors consisting of the four academic senate presidents, the DAS president, and the four college presidents.   They are beginning to work on the program delivery and learner support group which will review services that were implemented during COVID and determine which were working well and which need improvement. The goal is to get one program at each college fully online for a fall 2021 launch.

DAPIC -They have completed the initial scope of their responsibility in terms of making an online environment accessible. They also have an initial list of faculty versus speciality personnel responsibilities. They are on target.

DOIT - Over 4000 courses, nearly 2000 faculty, and 63,500 students are using Canvas on a daily basis.

Fastrack/OCDC update -The district has submitted and aligned 98 courses. They are also working with the coordinators to develop the foundations training course which is the new training opportunity for faculty currently teaching and a requirement for any new incoming faculty to teach online.

Library Update - They have begun to lend library resources including continuing to lend technology like chrome books and laptops.

College Updates

- o SCC they are working to help faculty with captioning their videos.
- o FLC no new updates
- o CRC they ran a local version of the equity and culturally responsive online teaching class that @ONE held. They are redesigning their entire student services landing page inside of canvas
- o ARC no new updates.

Next meeting is February 25

Future Agenda Items

None noted.

Meeting adjourned at 4:15p.