Educational Technology Committee
February 24, 2022
Notes (approved 3/24/22)

Name	Location	PR/EX	Name	Location	PR/EX
Jamey Nye (Co-Chair)	DO	x	Jena Trench (Co-Chair)	DAS	x
Pamela Bimbi	ARC-DE	x	Shar McCarrol	ARC	x
Alice Dieli	ARC	x	TBD-faculty	ARC	
Kale Braden	ARC-Adm		TBD-faculty	CRC	
Markus Geissler	CRC	x	Lance Parks	CRC	
Gregory Beyrer	CRC-DE	x	Stephen McGloughlin	CRC-Adm	x
Megan Ozeran	FLC	x	Jennifer Kraemer	FLC	x
Morgan Murphy	FLC-DE	x	Angela Prelip	FLC	x
Christa Oberth	FLC		Deborah Saks	SCC-Adm	x
Matt Wright	FLC-Adm	x	Kandace Knudson (Alt.)	SCC	x
P.J. Harris Jenkinson	SCC	x	Brian Pogue	SCC	x
Sheley Little	SCC	**x**	Patrick Crandley	SCC	x
Tamara Armstrong, AVC	DO	x	Manveer Bola	DOIT	x
Tak Auyeung	LRCFT	x	Kate Williamson	Librarian	x
Torence Powell	DO	x	Guest: Julie Oliver	DAS-NV	x
Guest: David Rowe	DOIT	x	Guest: Kevin Wong	DOIT	

Welcome
The zoom meeting was called to order at 3:01p and it was noted that the AVC of IT was co-chairing for the deputy chancellor.

Approval of Notes from January and the Agenda

Both were approved by consensus.

Discussion items
- Assistive technologies: Kurzweil overview
The AVC of IT introduced the interim dean of student services from Folsom Lake College and the Enterprise Services Director who gave a brief overview of Kurzweil which is one of five different technologies we are using for DSPS assistive technologies. Historically each campus had multiple vendors and multiple contracts for assistive technologies for DSPS. Leveraging all four campuses together resulted in cost savings, and increased efficiency for college and district IT teams, ensuring better compliance with ADA, rehabilitation act, and other accessibility compliance regulations, and potentially reducing Office of Civil Rights complaints. It was noted that DSPS budget funds can only be used for DSPS students but HEERF funds were used for this purchase so it is open to students who may not identify as DSPS students but might be able to benefit from their services. The software they were able to renegotiate included Fusion, Kurzweil, Text Help, Natural Reader, and Dragon Naturally Speaking which will be available to students in April or May. Trainings will also be provided to DSPS coordinators.

Are there compatibility issues with Chrome books and will these licenses be downloadable for Mac computers. DOIT will check about Chromebook but the licenses should be able to be downloaded at home or on any device. It was noted if a student has an issue with Chromebooks, laptops are available, especially to those using the DSPS services.

Is there training available to faculty and staff on how to make materials more easily processed by these software products? It was noted that DAPIC would be happy to collaborate and training on Poptech, and Ally would also be beneficial to faculty so they can see why it's important to make the materials accessible.

- Weight listing for online courses

Wait listing currently uses PeopleSoft and online grading System. We want the ability to give access to Canvas to students who are on a waitlist for a brief period to allow them to keep up until they are added to the class or removed due to lack of space in the class. It was noted there is a PeopleSoft and Canvas GradeBooks but we are using an OGS which causes some limitations. DOIT is working on this to find a solution and hopes to have something ready for the fall.

New DOIT Director of Application Services was introduced.

- Hyflex

As a reminder Ed Tech worked with DCCC to develop definitions, and this will be discussed next week at DAS. Input from the sharing of the Google document at campuses was requested. It was noted this item was discussed at a CFT meeting where the possible increase to workload of having to watch a monitor as well as students was noted. It was noted the district will not proceed with implementing hyflex until there is agreement with LRCFT.

It was requested that the equipment that would be used for hyflex instruction be made available to as many faculty as possible for faculty to utilize however they would like for the benefit of students. Limiting to only five classrooms per campus restricts availability of the technology for many faculty. Adding the equipment to classrooms to provide the opportunity for faculty to utilize it could be looked at in the same way that they might incorporate different software into their particular class was noted. The fine line of separating a negotiated item with the desire of faculty to try out this new technology was noted. It was also noted (1) media services staff are assisting faculty with using the equipment; (2) using the hyflex equipment should remain an optional capability for faculty as many feel this would be extra work; (3) hyflex has been referred to in statewide meetings as a "spectrum" rather than a specific modality because of the various ways faculty are being creative; (4) the state chancellor's office is putting together some guidance; (5) coding for attendance purposes is difficult with hyflex; (6) this is not a curriculum issue but a course by course scheduling issue; and (7) communication to students about what type of class they are enrolled in is critical. The need for additional staff support in an environment where students are in multiple locations was also noted (personnel needs are a part of this conversation in addition to equipment needs). The hesitancy of equipping classrooms with hyflex modality technology before some agreement has been reached was noted. The initial interest was to equip classrooms and let faculty teach in the hyflex modality voluntarily, but because of the possible workload issue, it was downgraded.

It was noted the LRCFT is waiting on DAS to make a decision on this before they begin negotiating. Academic Senate and LRCFT need to discuss this and a proposal brought forward for negotiation purposes. LRCFT has reticence to let faculty do hyflex if they want because they don't want faculty volunteering to teach a course that has additional workload without compensation. To be determined is whether or not the hyflex model causes ongoing workload issues or just additional workload while the course is being prepped. The DAS representative noted (1) that hyflex was discussed at senate last fall; (2) DAS will hear back from campus senates this week; (3) it is on the senate union joint issues committee (SUJIC) which meets next week; and (4) discussions are also occurring with LRCFT.

It was asked whether or not a survey has been done to see if the students actually want a hyflex modality. Students want flexibility, but we will want to offer modalities that offer success as well. It was noted that good course design and trained instructors will impact success. It was noted that student demand is generally for asynchronous online courses.

It was noted that DOIT worked with the colleges' media services and IT departments to equip three classrooms at SCC, five at CRC, seven at FLC and 10 at ARC. The decision on which classrooms to modify was a local decision.

- Starfish

The interim AVCESS will attend the March meeting to report on Starfish, and questions from the committee were gathered for that meeting. It was felt that Starfish and other software have been implemented without sufficient training on how to use them to the maximum benefit. Could Starfish be used to refer students to mental health and wellness services or basic needs services? We don't want students to suffer from message fatigue by getting messages from faculty and other sources. It was noted that the VPSS at the campus are leading this topic, not the district. Early alert and case management are the two key elements of Starfish.

With the student support hub possibly happening within Canvas, is there a way to integrate some of Starfish with that? Can students connect with Starfish directly to self-report that they need help? It was noted the student facing part is not enabled but it could be in the future. The desire to see the messages that are automatically sent to students was noted to avoid duplication. It was noted that Canvas has a feature that allows faculty to "pretend to be a student" so they can see messages and how a student receives information.

How can Starfish fit into each college's overall communication strategy with our students? Since all constituencies have had access to email for a long time would it not make sense to send such announcements to our students only once?

- Canvas Usage Statistics

Report on usage was shared and suggestions on how to make the report more useful were requested.

Informational updates
- Test proctoring - The test proctoring work group is still seeking feedback on the student FAQ document. The current document was shared in chat. The faculty FAQ document is also still under development. Where should information about Proctorio be shared? Should information be on the student facing website or the faculty website or both? How are we going to inform students about Proctorio or any other test proctoring software now that Title 5 requires that students are informed about this in advance of enrolling in the course? What are opt out options going to be? Could the test proctoring network that may be resurrected be an option? It was noted that Proctorio was pulled from STAC.
- DOIT and LMS - The fraudulent use of Google share drives by outside people was noted. There will be a report on Canvas studio next month. AVC-IT reminded everyone that there are laptops and Chromebooks still available at each college library/LRC for semester checkout if a student is having trouble with their Chromebook.
- DAPIC – next meeting is March 8 to discuss the plan for implementation to incrementally ramp up 508 work for the benefit of students. It was noted that the LRCFT recently sent out an email indicating that faculty are not required to take measures related to DSPS. It could be related to a lack of understanding of the nuances between 508 and 504 requirements so DAPIC is working with LRCFT for clarification. DAPIC's focus is primarily related to 508 requirements. It was noted DAS supports the work of DAPIC and that accessibility is a shared interest and responsibility for everyone.
- Fast track update - ARC 42, CRC 28, FLC 58, SCC 37 aligned courses

- Library update - an update was provided
- College/LMS/DE - all the campuses are accreditation focused and discussing hyflex.

Future agenda items
- How are faculty using Tech Connect in Canvas - student connect versus confer zoom/tech connect - how is it being integrated into classes?
- Discord accessibility - would it be possible in Canvas to have a feature to roll Discord into Canvas? Is it an accessible program? Similar to Pronto and Google chat, Discord provides a district moderated instant communication between users. It gives a social media feel while in the class. Is Discord a Los Rios approved product? It is not in Canvas? CRC will discuss Prontos use. Faculty who are familiar with the use of Discord will also report.
- It was noted that faculty do a lot of regular and effective contact that is not able to be documented inside the Canvas classroom.
- Student services hub members from SCC and DOIT will report on progress
- Starfish - The AVCESS will report on this at the next meeting

Adjourned at 4:55p

Next meeting March 24