

# Educational Technology Committee

## October 24, 2024 (approved)

Name	Location	PR/ EX	Name	Location	PR/ EX
Jamey Nye (Co-Chair)	DO		Morgan Murphy (Co-Chair)	DAS	x
Pamela Bimbi	ARC-DE	x	Shar McCarrol	ARC	x
Alice Dieli	ARC	x	Lori Hokerson	ARC	x
Michael Holmes	ARC	x	Jena Trench	CRC	
TBA	CRC		Steve McDowell	CRC	
Gregory Beyrer	CRC-DE		Tyler Rollins	CRC-Adm	
Rebecca Mendell	FLC	x	Jennifer Kraemer	FLC	
TBA	FLC-DE		Angela Prelip	FLC	
Carlos Lopez	FLC-Adm		Jennifer LaFlam	SCC-Adm	x
Charles Whipple	SCC		Kandace Knudson (Alt.)/IAC	SCC	x
Norman Lorenz	SCC	x	Brian Pogue	SCC-DE	x
Tak Auyeung	LRCFT		Patrick Crandley	SCC	
Karen Tercho	Librarian	x	Manveer Bola (Co-Chair)	DO-AVCIT	x
Frank Kobayashi	DO-AVCI		Guest: Paula Cardwell	DAS	x
Guest: Kevin Wong	DOIT	X	Guest: Rawan Shaban	DOIT	X
Guest: Nicole Woolley	CRC	x			

### **Welcome & Announcements**

The zoom meeting was called to order at 3:00p. The faculty Co-chair welcomed everyone and reviewed the agenda. It was noted that the Canvas reps posted a help article asking about feed back for future ideas and themes. This is a great way to help develop features in Canvas that are needed/useful/not working.

### **Approval of Agenda and September Notes:**

The agenda for the day and notes from the September meeting were approved.

### **Informational Updates:**

- DOIT & LMS – DOIT provided updates on current projects including (1) DSPS's request to update technology to track students through their processes. (2) Zoom recording storage deletions will begin October 1, 2025 on stored recordings dated prior to January 2024. They are working on options to download and store recordings. (3) Policies related to retention will also be drafted with Ed Tech Committee input. (4) Khanmigo is a new AI tool available in Canvas/Instructure, which will be used within a small sample group and not yet widely implemented. (5) A demonstration of a form that has been added to Service Central to report possible fraudulent student accounts was provided.

Discussion of the process we use to adopt new tools (including AI note takers) was held with the DAS President.

- AVCI – no report provided.
- Instructional Accessibility Committee – they are discussing working with the CA Community College Accessibility Center which is a free resource to provide training to assess current accessibility levels and to make plans to make accessibility sustainable.
- CVC-OEI FastTrack – no update
- Library – none to report
- College Updates – updated were provided by each campus.

#### **Discussion Items.**

- AI Summit – will take place on November 15<sup>th</sup> at FLC
- Pronouns in Los Rios Services –“Preferred” should be removed from Preferred Pronouns. Can Microsoft Teams allow pronouns? DOIT discussed the process to make these changes. They will investigate whether or not TEAMS has that option and report back. Service Central can be used to initiate these topics, then DOIT will move them forward. It’s assumed that the Tickets generated are being tracked to a final result. Status of submissions can be found in Service Central by looking up the initial request.

#### **Future Agenda Items**

- Class or section email list-serve (M.Holmes) from Canvas
- Zero Textbook Costs – could a popup related to ZTC be installed (P.Cardwell).
- Assumption of Risk Waiver – can we get compliance for this BEFORE students are allowed to enroll. Also, a one-size fits all form would be helpful to cover all classes in which a student is enrolled. (M.Holmes/P.Cardwell)
- LTI Canvas Integration with new Caption vendor (B.Mendell)

Adjourned at 4:23p