

## **Technology Coordinating Committee December 11, 2015**

**Members Present:** Debbie Fields, Rachel Ugale, Jeannine Methe, Norm Buchwald, Scott Vigallon, Mike Seaton, Lisa Ulibarri, Minta Winsor, Tim Druley, Ruth Hanna (CCC Confer), Wing Kam (CCC Confer)

**Members Absent:** Steve Gunderson, Tim Dave, Ken Agustin, Don Miller

### **General Business**

TCC needs to fill open committee positions for Spring semester (student representatives, LPC faculty). Debbie Fields will go to Faculty Senate to find a representative. Norm will follow up to get a Chabot student representative and Scott do the same for LPC. Rachel Ugale will look for a SEIU rep. Minutes for prior meetings will be reviewed at next meeting.

### **Status of TCC Technology Initiatives**

Lists of participants in Web Content Management & OEI have been sent to distance ed & technology committees; need to also send to faculty senates. Groups with a stake in these initiatives will be notified.

#### **Web Content Management System**

Eight vendors have been identified. In February, a target was set to select two to three vendors for web content management, then release recorded demos to the user community to make their recommendations in March. It may get extended based on feedback from user groups.

Norm Buchwald said of the eight vendors, one is open source (WordPress) and the rest are commercial: OmniUpdate, Ingenuix, Campus Suite, Hannon Hill Cascade Server, LiveWhale, concrete5, TERMINALFOUR. Ranking was simplified by scoring up to five **(need clarification)**, broken down into main categories. The group looked at live demos that were previously done for LPC.

Jeannine Methe said for the few that are selected, there will be more recent demos completed that the users will see. The Web CMS group discussed hosted versus non-hosted options, cost, and location of the vendors for support. They are also considering multi-site deployment. Upcoming meeting dates will be posted online. Availability of innovation funding is a factor in the speed at which the group is working to make a recommendation. Scott Vigallon clarified that there is separate funding for website redesign for LPC.

#### **Online Education Initiative**

The OEI task force met this week, but the entire task force could not find a common meeting time, so the group met Monday and Thursday, with Scott Vigallon & Minta Winsor attending both sessions. Most of the time was spent orienting the task force with what information is available about the OEI. There are two components: the Canvas system with included software tools and services, and the course exchange. The second component mandates the adoption of Canvas. These are two different decision points. There is a third option the State is talking about where colleges can do the tutoring and readiness components but not go to Canvas. The goal is to look at all the pieces, and compare to what we are running today. Canvas is free until Spring 2019, after which the cost will go to the colleges, but we don't know what that is yet.

Lisa Ulibarri said she was glad to see that people were really involved. Minta Winsor said, having been at both meetings, it was good to see the faculty asking really great questions. Scott Vigallon explained that the groups went over duties of the task force, and then reviewed the current Blackboard licensing so people could see how much we pay. Not everything will be free from the OEI. Some of the tools will come at a cost.

Jeannine Methe said the goal is, by the end of the Spring term, to make a recommendation to the Presidents and Chancellor. The OEI task force will reach out to pilot colleges, a moving target as more schools make the move to Canvas. We don't have all the information yet on the course exchange which might delay making a recommendation. Information discussed in the OEI task force will be posted online.

The TCC group reviewed cost information for Blackboard for the current year. Historical information about costs will be presented at the next OEI task force meeting. Scott Vigallon mentioned that Blackboard's new version is completely different than the current version. Jeannine Methe added that we don't know what the cost of that new version will be.

Scott Vigallon said the LPC DE committee looked at whether they wanted to use the new Blackboard tools or look at going to Canvas, and decided to let the OEI task force make that decision. Minta Winsor said the COOL committee is very interested in the Blackboard tools but they ran out of time to evaluate them. Ruth Hanna said she found the OEI website was difficult to navigate to find specific information.

Lisa Ulibarri said she gave an update to the Chabot Faculty Senate recently and there was a concern about wanting to make sure a plagiarism tool like SafeAssign is included in Canvas. There is an additional concern that faculty who use Blackboard but who do not teach online are not part of the decision-making body. Debbie Fields pointed out that the Sabbatical Leave Committee uses Blackboard. Scott added that this is an important point to make; Blackboard is being used for committees. Minta Winsor said that a majority of the courses on Blackboard are not online classes. Jeannine Methe asked for Minta Winsor & Scott Vigallon to provide the actual number of courses using

Blackboard as part of the OEI analysis. Minta Winsor added that a faculty member said to her he was concerned that he might go away for the summer and come back to a new system. The group discussed how long implementation might take, although we don't have that information yet. Norm Buchwald mentioned that the CCLC has negotiated special pricing for Turnitin. Scott Vigallon said he thinks the OEI will probably use that same cost structure. Jeannine Methe said that faculty who do not teach online but who use Blackboard can be added to the OEI task force. Scott Vigallon suggested sending out an email once a month to let people know where the task force is, as adjunct faculty don't necessarily attend meetings where these types of announcements are made. Jeannine Methe said the OEI task force could begin doing that once there is more information to present. Additionally the task force will do demos and make those recordings available to others who haven't seen Canvas.

### **Forms Generation**

Jeannine Methe said this group hasn't started yet, as it still needs reps from LPC. Scott Vigallon has recommended to the LPC technology committee that the forms generation task force begins and LPC reps can join as they are identified. Jeannine Methe would prefer to hold off until there is more balanced participation from both colleges.

### **Scantron technology for student surveys**

This topic was deferred until Don Miller is available to speak to the topic. Norm Buchwald said he considers Scantron technology the same as ditto machines. Debbie Fields clarified that more participation from students doing faculty evaluations is needed, and changing the technology by creating an online evaluation survey doesn't fix that problem. The Scantron method allows students doing evaluations to maintain their anonymity. The group discussed additional types of technologies that might also be used for faculty evaluations.

### **Improvements and Redesign of college websites**

Tim Druley is working on fixing errors and removing old content. He's also working in the background to create a responsive homepage and put the college in line with more current technologies. He has also been focused on the CMS task force. Wing Kam said he is focusing on content, making sure information is current. He is working toward redesign, but between now and then, doing minor touchups to improve usability.

### **Software Training models**

The group agreed that information about Lynda.com should be sent out in January.

Norm Buchwald said that there needs to be training on the Outlook client.

The hiring committee for the ITS trainer is in progress.

The next TCC meeting will be March 11, 2016.