GROSSMONT
COLLEGE

Technology Committee
February 28, 2022
11:00 a.m. – 12:30 p.m.
https://cccconfer.zoom.us/j/97254427549

Purpose: The Technology Committee identifies, prioritizes and advocates for the College's technology needs and services. It makes recommendations to the College Council for the strategic direction and implementation of technology priorities. These recommendations address technology policies and procedures, prioritization of technology requests from annual unit plans*, infrastructure requirements for existing programs, and projected needs of the college for the future. The committee will ensure that its recommendations are consistent with the objectives established in the Technology Plan, Strategic Plan, Educational Master Plan and other supporting plans (Human Resources, Facilities, etc.). In addition, the Technology Committee maintains currency in relation to technology changes and information from industry, the District and the State Chancellor's Office.

Technology Committee

CO-CHAIRS	ASGC	ADVISORY
☒ Eric Klein, Co-Chair	☐ Sara Laila	☐ Marshall T. Fulbright III
☒ Jessica Owens, Co-Chair	☐ Open	☒ Andy Timm
		☐ Bill McGreevy
		☒ Sang Bai
		☒ John Stephens

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
☒ Nicholas Gekakis	☒ Bryan Lam	☒ Jacob Angelo
☒ Jessica Owens	☒ Pat Murray	☐ Open

EX-OFFICIO	RECORDER	GUESTS
☒ Courtney Williams	☒ Michele Martens	Jamie Shatwell
☒ Dave Dillon		ASL Interpreter Coty T.
☒ Aaron Starck		Liz Barrow
☒ Dave Steinmetz		Jennifer Carmean
☒ Carl Fielden		Bonnie Ripley
		Sara Ferguson

Routine Business

1. Welcome	Done.
2. Open Comment	None.
3. Additions/Deletions to Agenda	Once the Technology Request presentations were over, Eric asked the committee how they liked the new format. Jessica liked being able to hear from the presenters and being able to ask clarifying questions. She would like us develop a clearer timeframe for the presenters to ensure we keep on task. Dave shared that he really liked the presentations as some of his questions and concerns were cleared up. He also mentioned that it can be challenging to rate these requests without knowing the budget status and proposed costs. John shared that the FCCC has a program available that may lead to lower costs for some requested technology; it basically amounts to a consortium wherein other colleges with similar desires are identified and we can all reap the benefits of lower cost technology. We may want to consider this in the future: https://foundationccc.org/CollegeBuys/Systemwide-Technology-Access-Collaborative-STAC
4. Approve Meeting Notes of December 13, 2022	Done.

New Business

5. Technology Request Proposals	Eric shared there were four Technology Requests submitted via the AUP process and we have invited the authors of these requests to share background and answer any questions the committee may have.
	Bonnie Ripley summarized the Biology request for new laptop computers. They have 90 laptops which are used in both lecture and lab classes. Some of the existing laptops have very old software and there is a need to upgrade these as well as add additional systems for their courses. Bonnie would like to see laptops such as the ones in Biology on a refresh schedule like most labs throughout the college.
	Aaron suggested we, as the Technology Committee, send out a survey to find out which labs/classrooms have laptops on hand and may or may not need to be refreshed. We also need to ensure all computer technology is supported by refresh monies.
	Jacob shared that although we do have a refresh allocation in the ICS (Instructional Computing Services) budget, the amount allocated has not changed in almost 20 years. Similarly, John mentioned that we have increased the number of systems and labs across the campus, but much like the refresh funding, there has been no additional ICS personnel added to keep up with the ever-growing numbers of systems.
	Liz Barrow mentioned that there are three programs within the Cardiovascular Technology Department (CVT) and two of these programs utilize ultrasound technology. With the 3D advancements being made in the world of ultrasound machines, the CVT department needs to keep up with the latest technology being used in the industry. Liz went on to say that she is excited about procuring some funding through the general fund budgets, but she wanted the committee to know that her department is willing to find additional funding streams to ensure they are able to purchase the latest technology. These streams would include Perkins funds and grants.
	Liz mentioned that faculty and staff are welcome to reach out to her or her staff and set up a time to get their carotid arteries and their heart scanned at no cost. This is a service that can spot potential issues.
	Jamie Shatwell discussed the I-Spring tech request the ASL department submitted. Since her department uses American Sign Language (ASL) as their teaching modality, it is important to investigate complementary tools to enhance learning in their classrooms. I-Spring allows for PowerPoint presentations to be displayed with video side-by-side. Students are then able to change the sizes of the slides and the video as well as the ability to pause and move at their own pace. Jennifer Carmean

		then demonstrated the I-Spring program and further discussed the benefits for ASL students. She also mentioned that the vendor offers online support for their product. Sara Ferguson discussed the ESL Guided Self-Placement (GSP) Proposal. The current placement process for ESL students is very cumbersome and challenging. The GSP proposed involves working with other departments like District IT and Student Services to ensure the necessary changes are done correctly and to the benefit of all; ESL cannot make this happen on their own. Sara stressed that this is a multi-layer process that will take some time to implement. The current placement process is embedded into WebAdvisor and, unfortunately, ESL students and the faculty struggle to help ESL students successfully and accurately place into the correct classes. This current process can add weeks to a new students' processing, not to mention the added frustration. What would help the current setup is the ability to change some questions, allow for retesting, data collection, and the ability for instructors/counselors to view the test results with the student. Ideally, moving to a different platform would work best. Some colleges use Canvas for their self-placement and Sara would prefer this option. Another college uses google forms. While these options may not work for GCCCD, could we find a better solution working collegially with District IT? The current placement does not work for our ESL students and needs to be addressed. Aaron mentioned that WebAdvisor support will be going away the end of this semester, and he does not recall seeing the GSP on the list to migrate over to self-service. Aaron encouraged Sara to reach out to Kerry Kilber-Rebman to address this inevitability.
6.	Discuss Proposal Scores and Prioritizations	All-- Pushed to next meeting.
7.	Microsoft Office Inclusive Language Checker	Jacob Pushed to next meeting.
8.	March Technology Committee Meeting Date	Our March meeting falls during Spring Break. Reschedule or cancel March meeting? The committee agreed to meet on Monday, March on the 14th at 11:00.
9.	Change Timeline for Co-chair?	Jessica proposed that we change the scheduled co-chair rotation from 1-year to 2-years so co-chairs have a better chance of succeeding in their role. The committee agreed.

Follow Up

10. Tech Committee Charge Status	Jessica-Pushed to next meeting.
11. Tech Committee Meeting Location When We Return to Campus	Via Zoom?-- Pushed to next meeting.

Committee & Monthly Reports

12. Instructional Technology Updates	Jacob- Pushed to next meeting.

WORK AHEAD
- **Announcements**
- **Preparations for future meetings**

NEXT MEETING: April 14, 2022