

Modesto Junior College
CTC Meeting Minutes

February 5, 2013

Approved Minutes

Co-chairs: John Zamora, Nadia Vartan

Present: John Zamora, Ellen Dambrosio, Michael Smedshammer, Yoseph Demissie, Francisco Banuelos, Scotty Gonser, Nadia Vartan, Pamela Aguilar, Will Lotko

Absent: Josh Hash, Larry Scheg, Pedro Mendez, Laura Maki, Mel Ainsworth, Shamiran Pourelyas, Timothy Vaughan, Jenni Abbott, Arnold Chavez, Carol Ellis, Nancy Backlund, Dale Phillips, Michael Guerra, Leslie Collins, Shelton Patterson, Michael Sundquist

Approval of Agenda

Updates on Distance Education, backup storage, Adobe site license and Show and Share were added to the agenda.

Approval of Minutes

The minutes from December 4, 2012 and January 15, 2013 were reviewed. Ellen motioned to approve both sets of minutes, Will seconded the motion. The minutes were approved.

Technology Plan Action Timeline

Nadia reported that the list of supported technologies has not been reduced and finalized yet. Her departments have been working on the list of technologies we can recommend for purchase, and this list is almost complete. The list will include items such as laptops, desktops, tablets, monitors, projectors, printers, conference phones, etc. Anything outside the list will require approval from Media and Technology Services before purchase.

The Resource Allocation Committee has been using the proof of concept model regarding the Patterson site, but it was not discussed at their last meeting. Yoseph was at the meeting and mentioned there was discussion about using Show and Share for extending Distance Education opportunities at our off-site locations.

Technology Budget Requests

There are no technology requests that need to be discussed with the CTC at today's meeting.

Distance Education

Mike Smedshammer mentioned that a program called Collaborate (formerly Illuminate) is bundled within Blackboard and is currently being used by one of our math instructors. Different than Show and Share, Collaborate is not high definition and does not provide the feel of being in the classroom, but it is still an option for distance education at no additional cost. Yoseph agreed that not every class will need the full capability of Show and Share and that Collaborate would be a great, cost-effective option.

Mike asked if the Patterson site will be equipped with Show and Share, will it require a technician. It will not require a technician to operate if it is a basic setup. It will require minimal technical presence. Once it is powered on, it is ready to use. Our Allied Health setup in Show and Share does require technical assistance, as it is a much more complex system.

About a week ago, Susan Kincade and Mike were invited to a YFA meeting to inform instructors they highly recommend training to teach online before they actually instruct an online class. Mike is working on packaging training for online instructors. There will be certificates available and Mike is working on

funds to be able to provide stipends for participating in the trainings. He is planning on three levels of trainings: introduction to online instruction, introduction to Blackboard and advanced Blackboard. Mike took an @One accelerated course and his goal is to take the information provided in his training to create trainings for our instructors. His goal is to provide two upcoming sessions: one running March-May and the other May-June. By completing the first two classes, the instructor will become a certified online instructor and completing the third will become a master online instructor. MJC currently has over 200 online classes.

Mike reminded CTC that there is a survey function bundled into Blackboard. Ellen is interested in working with Iris to administer a Library survey using the Blackboard survey tool. John Zamora would also like to look into the survey function in Blackboard. If you will be sending an email to all students, approval from the VP of Student Services is required. You can work with Margo's group in Programming to send out the email unless you have your own email database available.

Show and Share

Show and Share is fully functional and we are in the second semester of using it for Allied Health. Show and Share was purchased using Measure E funds and is used by Allied Health at this point in time. The back end of the system was purchased and installed with the intention to expand by adding more devices and space. Yoseph mentioned it would be great to have a video presentation showcasing Show and Share. We discussed the possibility of having one of our meetings in the new Glacier Hall facility and receiving a tour of the technology. Scotty and Jennifer will set this up.

Action Item:

- [Setup a CTC meeting and tour in the Glacier Hall building.](#)

WHO: Scotty Gonser and Jennifer Ahlswede

All other videoconferencing units on campus are currently being managed by Show and Share. Scotty mentioned that we are also using Show and Share for a psych tech class being taught at West Hills College with about 30-40 students receiving instruction at MJC's campus through Show and Share at West Hills College. Because of Show and Share, it opens up our ability to partner with other colleges. It was suggested that we have a mobile Distance Education cart where we could make any room into a DE room using Show and Share. John Zamora would like to see Show and Share in the new High Tech center for the computer science and computer graphics classes.

One of the benefits of using Show and Share for lectures is the ability to play back a class to enhance the students' education. Lectures are typically available online the next day.

Nadia said we are one of the only, if not the only, college in California who has fully deployed Show and Share. Cisco is paying for Mel Ainsworth and Sargon Yadegar from Technology Services to attend the Campus Technology Conference in April to showcase how MJC is using Show and Share.

Adobe

Yoseph worked with Jeff Koh at the California Community College Foundation to discuss the option of a site license for Adobe Professional. Based on our FTES, we were offered a site license for \$10k annually. This would allow us to create forms, edit PDFs, etc.

Storage Backup

There continues to be discussions regarding backing up users' workstations and/or providing a centralized storage option. Yoseph and Nadia are working together on identifying a solution, how much storage space is required, how it would be accessed, etc. They are looking for a flexible, scalable and viable solution. Our current data center is full, but the new data center is scheduled to open in January 2014, so the backup solution will likely not be available until then.

Other

Nadia mentioned that our new classroom standard design includes Extron equipment which allows our technicians to remotely control the equipment. For example, a technician can log on to the Extron system and remotely access the equipment in the classroom and assist instructors as they sit at their own desk. This will allow our technicians to handle emergencies remotely.

Massive open online courses (MOOCs) should be looked into as an option for some MJC students. MOOCs are self-paced classes and because of the new cap of 90 units for MJC students, it would be a good option for some of our students to complete their pre-requisites in a MOOC format rather than registering for an MJC class. For example, a student may place in Math 90, a five-unit class, and complete that class online prior to enrolling for a higher math class at MJC without counting against their allowable credits.

Next Meeting: Tuesday, February 19, 2013, at 2:30 p.m. in Glacier Hall – Human Simulation Lab (upstairs at the left as you enter the main doors).