

**Modesto Junior College**  
**College Technology Committee**  
**March 19, 2019**

<b>Members</b>	<b>Present</b>	<b>Absent</b>
<b>Jenni Abbott</b> , Dean, Institutional Effectiveness	√	
<b>Al Alt</b> , Vice President of College & Administrative Services		√
<b>Nancy Backlund</b> , Professor, Office Administration	√	
<b>Joshua Brown</b> , Instructional Support Technician, Allied Health		√
<b>Arnold Chavez</b> , Director, Great Valley Museum		√
<b>Scott Fernandes</b> , Senior Network Analyst	√	
<b>Juan Garcia</b> , Instructional Support Specialist, Allied Health		√
<b>Michael Garcia</b> , Instructional Support Technician	√	
<b>Anthony Guzman</b> , ASMJC Student Representative	√	
<b>Margo Guzman</b> , Director, Technology Services	√	
<b>Joshua Hash</b> , Interim Senior Director of Information Technology	√	
<b>Lisa Husman</b> , Executive Secretary (Recorder)	√	
<b>Michael Leamy</b> , Librarian	√	
<b>Joseph Macklin</b> , Director, Enterprise Services	√	
<b>Joshua Sigman</b> , Front End Web Developer	√	
<b>Michael Smedshammer</b> , Course Design Coordinator	√	
<b>Jeff Swank</b> , Director, Media Services	√	
<b>Tiffnie Versola</b> , Program Specialist	√	
<b>John Zamora</b> , Professor, Computer Science		√

**I. Call to Order/Introduction**

Michael Leamy called the meeting to order at 2:03pm. Introductions were made for three new members that joined the committee; Scott Fernandes, Anthony Guzman and Joseph Macklin.

**Action Items:**

**II. Review and Approval of Minutes – 12/04/18**

There was consensus by the committee to approve the minutes from 02/19/19.

**Informational Items:**

**III. Classroom Technology Standards – Document provided by Jeff Swank**

Jeff created a document to serve for instructional space. The document was originally developed 4-5 years ago under previous administration. It was updated as of 11-15-18. The previous administration proposed to take the document through the governance process but it was not moved forward. This is the first time the document has been presented to CTC.

The document would need to be updated of pricing, current technology and model numbers but it provides a snapshot of the current practice and is open for advisement per Jeff.

The consensus of the group was to send out a survey to faculty by the first or second week in April to find out what is working and what is not. We would then be able to gather feedback and bring it back to a fall meeting. We could then propose the needs to Resource Allocation Council and identify funding.

There were some helpful ideas that came forward regarding survey questions. The CTC members will forward any proposed survey questions to Lisa Husman by

Thursday, March 21, 2019. These would be gathered and sent to Jenni Abbott. Jenni will pull a prior similar survey and edit it for this purpose being mindful of the survey length. She will send a draft Classroom Technology Standards survey to CTC prior to it being sent out.

**IV. Executive Team Priorities**

The prioritized list of IT projects brought back from Executive Cabinet was reviewed. There was conversation on how we incorporate that into our CTC prioritized list. The discussion included Connect vs SARS, Elucian, Pirate's Net and Staffnet. The District is moving to a self-service infrastructure replacing some of the mentioned programs which will no longer be supported in the distant future.

**V. Starfish Demo – Tiffnie Versola**

Tiffnie presented an overview of the Starfish platform and what it's capable of. She explained that Starfish is a centralized communication tool that puts students at the center of the campus community. It erases barriers between students, Instruction and Student Services areas and will aide in maintaining a holistic, wrap-around service approach for students. Full implementation of the program is still under development and is seeking additional involvement from Faculty for implementation. Tiffnie stated that counseling faculty are currently using the Degree Planner portion when meeting with students and creating educational plans. Tiffnie reported out that members of the Implementation team presented Starfish to Academic Senate and they are supportive of the program. Students and Student Services will be using the platform. Tiffnie presented Starfish as an optional tool for Faculty to use but emphasized that it allows the campus community to partner alongside faculty to support and enhance the student experience.

**Other:**

There was discussion regarding the on-line catalog and the correlation with Guided Pathways. Although not an action item on the agenda, the following action took place:

**Action Items:**

**Motion: Nancy Backlund made a motion to request that Jenni Abbott request the online catalog progress at College Council as the CTC College Council representative.**

**Secoded by: Joshua Sigman**

**Result: Motion passed.**

**VI. Standing Reports:**

**A. Michael Smedshammer, Distance Education**

ACCJC will be back on March 28 to look at our regular effective contact efforts and to speak to faculty.

We have two POCR's (Peer Online Course Reviews) where Faculty will review each other's courses. There will be two POCR's, one in April/May and the second in May/June.

**B. Joshua Sigman, Front end Web Developer**

Joshua is going to OEU campus training next month where he'll be learning additional tools to develop the new website. He is hopeful, he'll be able to roll out the online catalog and new website together.

**C. Margo Guzman, Technology Services**

Margo's team is getting ready for accreditation. She is busy supporting the help desk and technology service for new student day on April 13. She has met with staff regarding the PC replacement plan and work orders.

**VII. Check-Out**

Any proposed survey questions should be emailed to Lisa by Thursday, March 21 in order for them to be considered in the draft survey that will be compiled by Jenni Abbott.

Committee members should speak to their constituents regarding the upcoming survey in order to get more participation.

Jenni will be requesting online catalog progress at the next College Council.

The meeting adjourned at 3:32pm.

**Next meeting:** April 2, 2019, 2:00pm – 4:00pm, CAT Building, Room 262