

Modesto Junior College
CTC Meeting Minutes

April 3, 2012

Approved Minutes

Co-chairs: John Zamora, Nadia Vartan

Present: Will Lotko, Pamela Aguilar, Ellen Dambrosio, Jenni Abbott, John Zamora, Nora Seronello

Absent: James Palmer, Josh Hash, Larry Scheg, Michael Sundquist, Pedro Mendez, Shelton Patterson, Timothy Vaughan, Michael Guerra, Laura Maki, Arnold Chavez, Mel Ainsworth, Shamiran Pourelyas, Yoseph Demissie, Nancy Backlund, Nadia Vartan, Dale Phillips, Carol Ellis, Scotty Gonser, Francisco Banuelos, James Clarke, Michael Smedshammer

What Are You Hearing?

Will Lotko's group is working on AppV-virtual applications. They implemented "Geek Talk" on Fridays where all of IT and MJC Technology Services gather to discuss their technology endeavors.

Pam Aguilar says Financial Aid has begun processing their 2012-2013 applications. This requires a lot of setup in Datatel.

Nora Seronello mentioned this is a busy time for the Center of Excellence.

Jennifer Ahlswede spoke in Nadia's absence that they are currently working on the move to the new Student Services building and configuring Show and Share.

Ellen Dambrosio said with a Title V grant the Library was able to purchase three iPads. There is one at the reserve desk so students can look up reserve items on the iPad instead of looking through binders. They also use the iPads to train student employees.

John Zamora said that he will be the new Academic Senate President at the end of April. He will be speaking at graduation. He's working with Title V on a grant to purchase a Smart board for Electronics 114. This board is not like the typical touch panel Smart boards we have on campus. It tracks the user's interaction via four cameras. They are looking into using CTE funds for purchasing some Wacom tablets for BBSS. These tablets are approximately \$2k each.

Jenni Abbott is working on purchasing 15 slates for the Science and Math faculty to use. Another set will likely be purchased for the Library to use for events such as Math Jam. She also reminded us that accreditation recommendation #5 mentions the need to strengthen the link for technology planning with the budget planning. This enforces the need for technology fields to be added to PRNet.

Approval of Agenda

The committee reviewed the agenda and approved it with no objections or additions.

Approval of Minutes

The committee reviewed the minutes from the meeting held on March 20, 2012. Due to the low attendance at this meeting, Ellen moved to approve the minutes pending the OK of the committee reviewing an email copy. Will seconded the motion. The minutes will be approved when the committee has reviewed them via email.

Update on Survey Questions

Based on last meeting's discussions regarding the survey, a few changes have been made. Nora will send out the latest version via email. Please take a look at it one last time and check for spelling, punctuation, etc. It will then be sent out to everyone at MJC and Central Services. The last day to take the survey will be Tuesday, 4/17/12.

After the results of the survey come in, we will be able to assess what type of technology training is needed for our staff and faculty. We can also target specific areas for training needs. For example, if we know that the Student Services group needs training on a specific piece of hardware or software, we can tailor training just for them. Once we compile the results of the survey, we can send a list of potential offerings to divisions/areas and ask for feedback.

It was discussed that we should introduce the Help Desk and Tech Services with faces, names and phone numbers. We should provide the campus with an overview of new technologies, with tips and tricks that users might find useful. One suggestion was to involve Allan McKissick since he's responsible for professional development. John will talk to him.

Action Item:

- [Work with Allan McKissick on the technology training portion of professional development.](#)
WHO: John Zamora

Action Plan Timeline

Please look at the action plan timeline and check it for accuracy before it's published on the CTC Web site. The line item in the MJC budget for technology should be noted and sent to Heather Townsend for support in completing the recommendation made regarding how budget planning and technology planning should be closely linked.

Nora reminded us that it would be great to see a list of technologies funded this year, where the funding came from and how it was decided that those technologies would be funded. There has been a lack of transparency regarding technology funding. Were our recommendations through the Program Review process considered? We are not aware of a coming together of the higher-ups regarding ranking technology requests and funding them. We did our part by ranking what we were asked to rank. The process of linking the budget to technology recommendations from CTC will take time.

CTC Formative and Summative Measures

Be prepared to take a look at the outcomes of the MJC Technology Plan again. We will look at doing another technology survey again in the fall. We need to keep the outcomes in mind.

Distance Education Plan

There were some changes made to the DE Plan. One of which includes incorporating the CTC into the plan. Jenni said the plan still has yet to be approved by CSEA, and then it goes to College Council for approval.

Committee Membership and Co-Chairs

CTC members have a two-year commitment. It was noted that the co-chairs for CTC are not mentioned in the charge because the current structure of who ultimately oversees technology at MJC is still not decided. Currently, Nadia reports to Gina Rose, but this is a temporary situation. Until we know who Nadia will report to on a permanent basis, she will be the permanent co-chair with the other co-chair serving a two year term.

Format of Agenda

The current format of the agenda is okay with everyone.

Schedule for CTC Meetings

We will start scheduling the CTC meetings for the rest of the year. During the summer, we discussed meeting on the second Tuesday of each month from 10:30am to noon.

Other

We discussed having a technology display at Institute Day at the beginning of fall semester. We could encourage participation by offering prizes to those who visit and look at the new technologies. Jenni will ask the Foundation if they have anything they can offer.

Action Item:

- Talk to the Foundation regarding prizes we can offer at Institute Day.

WHO: Jenni Abbott

The possibility of having a joint DEAC and CTC meeting was discussed. Jim will bring this up at the next DEAC meeting and follow up with us.

Action Item:

- Ask DEAC if they would be interested in a joint meeting with CTC.

WHO: Jim Clarke

Next Meeting: Tuesday, April 24, 2012, at 2:30 p.m. in Forum 108.