

**Modesto Junior College
College Technology Committee
April 7, 2020**

| Members | Present | Absent |
|--|----------------|---------------|
| Sarah Schrader , Interim VP College & Administrative Services (Chair) | √ | |
| Michael Leamy , Librarian (Co-Chair) | √ | |
| Scott Fernandes , Senior Network Analyst | √ | |
| Juan Garcia , Instructional Support Specialist, Allied Health | | √ |
| Margo Guzman , Director, Technology Services | √ | |
| Joshua Harper , IT Network Analyst | | √ |
| Joshua Hash , Director, Enterprise Services - Operations | √ | |
| Lisa Husman , Executive Secretary (Recorder) | √ | |
| Joseph Macklin , Director, Enterprise Services - Applications | √ | |
| Christian Million , Senior Research Analyst | √ | |
| Lisett Munoz , ASMJC Student Representative | | √ |
| Danielle Preciado , Adjunct Instructor – Child Development | | √ |
| Joshua Sigman , Front End Web Developer | √ | |
| Michael Smedshammer , Coordinator, Distance Education | √ | |
| Jeff Swank , Director, Media Services | √ | |
| James Thomas , Network Analyst | √ | |
| Tiffnie Versola , IT Business Analyst | √ | |
| Sargon Yadegar , Information Systems Specialist | √ | |
| John Zamora , Professor, Computer Science | √ | |

I. Call to Order/Welcome

Sarah Schrader called the meeting to order at 2:04pm. Sarah advised we would review and approve minutes at the next meeting.

Informational Items:

II. Standing Reports:

A. Michael Smedshammer, Distance Education

- Mike reported that Online Education has been very busy. During the first fully online week, they did back to back trainings for ConferZoom and Canvas. Approximately 500 faculty went through the training. Some were overwhelmed but they were good trainings. The faculty that needed training were faculty that had never taught online before so Online Education is being kind, supportive and responsive to their needs.
- Mike reported that Cheryl Chavez has been doing a wonderful job. She normally responds to students calls and chat boxes. With the online education, she trained over 1,000 students on ConferZoom and Canvas. She trained on both tools in one-hour trainings that had over 200 students in each.
- Yesterday was the first massive training starting with 60 faculty. They will be training approximately 80 over the summer. Nita Gopal, Instructor of English and Steve Miller, Instructor of Political Science, who are both online instructors of the year are co-facilitating with Mike.
- We are receiving a lot of support from Ashley Bumgarner who is our wonderful Instructional Designer. We are feeling good about the trainings and feel like we have a handle on them.
- As far as hands-on/shop-type classes such as equine science, irrigation systems and welding, we will have to figure out together as these are complicated to teach online.

- DE Committee meets tomorrow to check in. Mike expressed his appreciation for today's CTC check-in meeting rather than having a scripted agenda.
- Labster which is an LTI with Canvas for virtual lab classes will be used in the near future. It will not be ready for spring classes but possibly for summer classes.
- There has been discussion regarding Proctorial which is for remote proctoring. It's a very severe and powerful software but for areas that insist on multiple choice style objective examination, it is really the only tool. This tool gives the instructors confidence that the exam is secure. Some of the science instructors are currently using it. It's a very expensive tool. If we were to pay for it, it would be \$50,000 to \$60,000 per year.

B. Joshua Sigman, Front end Web Developer

- Since we last met, we have adopted, implemented and trained on a product called Social Intense Live Chat. It allows our students to chat with our staff while they are visiting our website. We have had more than 120 staff that have trained on the tool and they are answering more than 1,000 student questions per week, one on one. Some examples of questions asked are regarding counseling, ed plans and financial aid.

C. Josh Hash, Information Technology – Operations

- Josh provided a screen view of IT's accomplishments. They are looking at doing a monthly report to list their goals and accomplishments. They are discussing how to distribute these monthly lists. Once they distribute the monthly document to DE and committees that are interested in what they are doing, it will give them an overview prior to meetings so the entire list does not have to be reviewed at each meeting. Josh explained that this month's accomplishments has included a huge amount of new laptops, Teams and the integration for chats, soft phones and getting VPN to everybody.

Sarah advised that this is a very helpful tool and would like it to be distributed to committee members prior to our meetings to give members a chance to review it and bring any specific questions to the meeting.

There was dialogue regarding the accomplishments, goals and the micro grants and disbursements.

There was conversation regarding IT TCO and the \$250,000 and what that will be allocated toward. Sarah asked that Joshua Hash, Trevor Stewart and herself get together to further discuss.

Sarah inquired about the 200 laptops that were ordered. Margo and Joshua Hash advised they were trickling in and a shipment was coming in April 23 and another mid-May.

Sarah also advised that we are having an issue finding hotspots. Patrick Bettencourt would be sending out a communication to find out who really needs one and we will go from there.

The meeting ended with an overwhelming appreciation for IT and all of the efforts

in online training to get all of our staff up and ready for working at a different capacity.

III. Check-Out

Today's meeting covered the above report-outs.

The meeting adjourned at 2:37p.m.

Next meeting: April 21, 2020, 2:00pm – 3:00pm, Online Zoom Meeting