

**Modesto Junior College**  
**CTC Meeting Minutes**

**July 10, 2012**

**Approved Minutes**

**Co-chairs:** John Zamora, Nadia Vartan

**Present:** Nadia Vartan, John Zamora, Will Lotko, Michael Sundquist, Scotty Gonser, Carol Ellis, Ellen Dambrosio, Shamiran Pourelyas, Timothy Vaughan, Pamela Aguilar, Jenni Abbott, Yoseph Demissie, Shelton Patterson, Arnold Chavez

**Absent:** Josh Hash, Larry Scheg, Pedro Mendez, Michael Guerra, Laura Maki, Mel Ainsworth, Francisco Banuelos, Nancy Backlund, Michael Smedshammer, Leslie Collins, Dale Phillips

**Approval of Agenda**

The agenda was approved without objection.

**Approval of Minutes**

The committee reviewed the minutes from the meeting held on May 8, 2012. Ellen moved to approve the minutes. Will seconded the motion. Without objection, the minutes were approved.

**Spring 2012 Survey Results**

Jenni was able to provide the committee with the results of the training survey done in Spring 2012. There were 137 respondents. There was a large response from Student Services and BBSS. Some highlights from the survey are:

- Over half identified themselves as intermediate technology users
- Time constraints are a major roadblock in attending trainings
- Over half attended one to three trainings last year
- Over a third have not attended any trainings
- iPad and slate trainings were at the top of the interest list
- Software training for Photoshop, Blackboard and Excel were high on the list

We discussed the possibility of coordinating our trainings at a department level, focusing on the needs on a department by department basis. Helpdesk could probably use a group of individuals to assist with the trainings they currently provide. We could offer trainings for our new adjunct faculty at the end of their new orientation.

**Action Item:**

- Create second survey regarding training

**WHO: Nadia Vartan**

**WHEN: By next meeting**

**Staff Development Site**

The staff development site has changed: <http://pdcc.sites.mjc.edu/technology.html>

The technology staff development site is linked off this page. Nadia will start meeting with people and gather information to put onto this site. She will also pull information from past meeting minutes.

**Update on DE Plan**

Jenni said the DE Advisory Committee has been very busy this summer to finish the DE Plan and begin implementing it. This was the goal of the committee based upon the recommendation from the

Accreditation Committee. The DE Plan follows the format of the Technology Plan. Some highlights from this summer are:

- All courses were reviewed by the rubric developed
- 95 classes were reviewed by Jim Clarke
- Faculty are working hard to update their Blackboard sites to minimum standards
- Mike Smedshammer has been working on DE now that Jim is retired
- Ten faculty have attended the @One cohort to help faculty update their classes to meet the minimum standards by Fall semester
- In general, all courses will be taught in Blackboard
- There will be a pilot group teaching in Moodle and Canvas as possible alternatives to Blackboard

Tim Vaughn has heard some instructors have pulled their Blackboard classes because they couldn't possibly meet the Fall deadline to have their course fully integrated and up to standard. The deadline is so soon and seems a little unreasonable for all faculty members to meet. This is the deadline the VP of Instruction has placed on this project so we must adhere to it. It seems many have concerns of this tight deadline but there is not much discussion happening about it. John Zamora mentioned academic freedom and how it appears a small group is making decisions for such a broad group which will impact them for quite some time. We need to differentiate the Department of Education, ACCJC and our institution's standards and what should be done. Jenni said there has been a group of faculty engaged in this process and helping make decisions. Most institutions across the country use a single LMS. In the end, this will be a better system. Hybrid classes are not being reviewed at this time.

We know what the best practices are for DE and the minimum standards require significant interaction between faculty and students. Jenni Abbott has been appointed the interim director of DE and Mike Smedshammer will provide trainings and help faculty meet minimum standards.

### **Technology Institute Day**

There are no formal plans for Spring 2013 Institute Day at this point. It would be great if part or all of the day could be focused around technology. We could try to get a grant to bring in a keynote speaker.

#### **Action Item:**

- [Setup a meeting with John Zamora, Nadia Vartan, Mike Sundquist and Jenni Abbott to put together a proposal for a technology focus at Spring 2013 Institute Day.](#)

**WHO: Jennifer Ahlswede**

**WHEN: By next meeting**

### **Other**

Forum 108 is now a videoconferencing room.

John showed the committee the newest technology soon to be released by Microsoft, called the Surface.

Glacier Hall Show and Share is coming along and will be used exclusively by Allied Health for the time being. You can create a free Jabber account through Cisco.

#### **Action Item:**

- [Setup demo of Show and Share with Scotty Gonser](#)

**WHO: Scotty Gonser**

**WHEN: Week of Institute Day**

**Next Meeting:** Tuesday, August 14, 2012, at 10:30 a.m. in Forum 108.