

**Modesto Junior College
College Technology Committee
September 18, 2018**

Members	Present	Absent
Jenni Abbott , Dean, Institutional Effectiveness	√	
Al Alt , Vice President of College & Administrative Services	√	
Nancy Backlund , Professor, Office Administration	√	
Joshua Brown , Instructional Support Technician, Allied Health		√
Arnold Chavez , Director, Great Valley Museum	√	
Juan Garcia , Instructional Support Specialist, Allied Health		√
Michael Garcia , Instructional Support Technician		√
Joshua Hash , Network/Telecommunications Manager		√
Lisa Husman , Executive Secretary (Recorder)	√	
Michael Leamy , Librarian	√	
Patrick Pimentel, Sr. , Director, Technology Services		√
Joshua Sigman , Front End Web Developer		√
Michael Smedshammer , Course Design Coordinator	√	
James Thomas , Information Systems Specialist (Guest)	√	
John Zamora , Professor, Computer Science	√	

I. Call to Order/Introduction

Al Alt called the meeting to order at 2:08pm.

Action Item:

II. Review and Approval of Minutes – 04/03/2018

There was consensus by the committee to approve the minutes from 04/03/2018.

III. Goals (established at 4/3/18 meeting)

A. College Technology Plan work groups for the plan of work with regular check-ins (Sign-up sheet sent out in spring on Google docs)

B. Supporting accreditation and the accreditation findings including a Total Cost of Ownership (TCO) plan

C. Utilizing survey results, more goals may be added in fall.

The above goals were established at our last meeting in April. The committee felt comfortable with the goals.

The evaluation provided prior to today's meeting was the 16/17 evaluation. The 17/18 college wide survey will be provided prior to the next meeting. We will review the goals at that time based on the 17/18 college wide evaluation results.

Informational Items:

IV. College Wide Committee Evaluation Results

The committee will review these results at the next meeting.

V. Re-visit CTC Charge & Co-chair model review

The co-chair model discussion from spring was revisited and there was consensus to make a recommendation to College Council to establish a co-chair model for College Technology Committee.

VI. Total Cost of Ownership report from District

Total Cost of Ownership is in our goals. Our committee has taken significant interest in the two TCO reports from District.

The Facilities TCO has been received by the College Executive team by the Vice Chancellor of Fiscal Services in preliminary draft form. She's asked the team to review it as a first pass. Once reviewed, an actual draft will be sent out through the governance process.

The Technologies TCO was originally scheduled to be released in mid-September. In Roger Clague's absence at the September 12 Board meeting, Henry announced that the Technologies TCO draft was not complete but should be ready for a first review by the end of that week.

Consultant, Bob Pacheco, has been hired by the District to work with the Board on addressing and reporting on the two District compliance findings: Total Cost of Ownership and Designation of Power from the Board to the Chancellor and Presidents. Work on the District findings may go into early 2019.

The governance process has to be followed which entails multiple reads in a layered procedure that takes time to go through committees and councils prior to College Council. The College is working to address the compliance issue regarding regular effective contact in online courses. (Details on progress are noted below in the standing report on Distance Education). The report is due to ACCJC by March 1, 2019.

There will be a District Technology meeting on October 19, 2018. At that meeting, our timeline concerns will be reiterated as one of our priorities last year was to submit the College Technology Plan to help inform the Total Cost of Ownership report and the District Technology Plan.

The two colleges are collaborating to explore the implementation of an electronic catalog. This would enable seamless integration between curriculum and a searchable catalog for students. This will be addressed at the District Technology meeting.

The urgency regarding transparency and the TCO plan being inspired by the accreditation report continues to be driven and addressed by the President and Vice Presidents.

VII. Other Meeting Schedules:

There was discussion that the District Technology meeting and Resource Allocation Council are both scheduled for 10/19/18 along with College Technology Committee on both 10/2/18 and 10/16/18.

The committee agreed to leave the CTC meetings on the schedule and revisit the schedule at our next meeting.

One-time Money:

One-time money has been allocated to the district for the current year budget.

MJC's share of spending will be \$5.5 million. Vice Chancellor of Fiscal Services, Susan Yeager, has asked Interim President, Steve Collins, for ideas on where to spend this money. Interim President Collins asked College Cabinet for their thoughts. The College Cabinet will submit a preliminary list of items that will be flushed out through the governance process that includes Councils and Committees. A prioritized list would then be recommended to College Council. AI asked for ideas that College Technology Committee may have. He also advised that the Program Review list would be pulled and could mirror the IELM allocation process in Resource Allocation Council. Some discussion regarding this Student Centered Funding Formula allocation might be sets of technology along with a facility to store the technology items. Another item the Committee would like to see listed is the electronic catalog which would have an approximate annual budget of \$1.5 million. The Board will be requiring the colleges to specifically identify what they are spending the one-time money on.

VIII. ——— Standing Reports:

A. Michael Smedshammer, Distance Education

The Distance Education Committee has been focusing on Regular Effective Contact over the summer.

Mike has trained 35 faculty on how to teach online and has added a two week onboarding training which worked well for faculty who have taught online elsewhere. The Student Equity initiative provided \$500 stipends per person for faculty training on Regular Effective Contact Canvas Shell. Mike started training a small fall cohort of 10-12 yesterday on online teaching.

At the Distance Education meeting last week, the work group focused on how to change the curriculum process to update/revise the DE addendum. Distance Education suggested changes to curriculum to ensure Regular Effective Contact is happening. Mike is working with Patrick Bettencourt this this week to put forward to the Curriculum Committee next week.

Curtis Martin is working on the online Board Policy to ensure Regular Effective Contact.

B. Joshua Sigman, Front end Web Developer

Not available for a report.

C. James Thomas for Patrick Pimentel, Sr., Technology Services

400 new computers funded by various resources have been purchased with 2/3 of them already installed. Some of these included the Science Community Center and Glacier Hall. More Smart classrooms are being installed.

Another large project underway is the student domain which is up and running.

IXVI. Check-out

The meeting adjourned at 3:53pm.

Next meeting: October 2, 2018 2:00pm – 4:00pm, CAT Building, Room 262.