



HARTNELL COLLEGE

**Technology Development Council Minutes
May 27, 2020 3:00 – 5:00, Online**

Members

Name	Representing	Present	Absent
Dave Phillips	Administration (P) – VP of ITR (Chair)		X
Mostafa Ghous	Administration (P) - Dean of South County Educational Services	X	
Carla Johnson	Administration (P) - Dean of Student Affairs	X	
Bala Kappagantula	Administration (P) – Director of ITR	X	
Matthew Trengove	Administration - Director of Institutional Research	X	
Deborah Stephens	Academic Senate – Faculty, Librarian (Co-Chair)	X	
Emily Brandt	Academic Senate – Faculty, RCP	X	
Elizabeth Morales	Academic Senate – Faculty, Computer Lab	X	
Brian Palmer	Academic Senate – Faculty, Math	X	
Rosser Panggat	Academic Senate – Faculty, Biology		
Nancy Wheat	Academic Senate – Faculty, Biology	X	
Remel Gloria	Associated Students of Hartnell College		X
Jessica Green	CSEA - Curriculum and Scheduling Specialist	X	
Stephen Otero	CSEA - Technology Specialist		X
David Techaira	Classified Manager - Accounting Manager	X	
Kenneth Stuart	L-39 – Custodian, Maintenance & Operations		X

Call to Order & Introductions

Approve agenda – approved with addition of agenda approval and clarification of Knewton Alta action item.
Emily/Nancy

Minutes from Apr 22, 2020 approved with correction to spelling of Deborah’s name

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

Information / Discussion / Presentations

1. Knewton Alta: Brian Palmer
 - Online learning platform for homework but has built in learning features (tutorials, videos, etc).
 - Benefits: Textbook agnostic, Knewton Alta (KA) format follows standard curriculum for math.
 - Adaptive - so if you are doing well, it will give fewer, struggling, it will give more.
 - Lessons built in - you select topics, not problems.
 - More than half of the math department is planning to adopt for fall 2020. Integrates into Canvas so a separate account is not needed.
 - Scores automatically populate into Canvas.
 - Textbook, if KA is mimicking, is based on an open stack book.
 - \$39.95 per semester for students to purchase. 2 years unlimited use for \$79.95.
 - Currently it is required in Brian's course as part of the course materials.
 - Card provided so it can be purchased through the bookstore.
 - Bala states IT project is in progress to try and reimburse students for their \$5.00 tech use fee. Brian states it is not more than standard classroom materials and serves the same purpose, it is a big cost reduction compared to textbooks.
 - Benefit of books is ability to rent, on loan in the library, etc per Deborah.
 - Time saver for KA to be installed into Canvas by default so that math instructors don't have to do it for each class.
 - Action item: Enable LTI integration in Canvas with KA. Motion to approve Nancy Wheat, second Matt Trengrove, motion passes.

Area Reports / Requests / Questions

1. Students - no students present.
2. Faculty –
 - a. Do we have access to Ally yet? Carol Hobson and Laura Otero are working on it.
 - b. Program mapper - PO submitted.
 - c. Bala asks about students - do we have feedback about the hotspots? Emily reports some of her students are using it successfully. Bala said they reached out to faculty regarding virtual labs but maybe it should be opened up further so students will take advantage of it.
 - d. Deborah asked previously about providing virtual desktop access to students and was told not to publicize it widely because there wasn't enough infrastructure to support it. Bala said it was offered to faculty with labs to put in a Canvas shell for the virtual access. Brian states better utilization will likely occur if students are aware that they need it. Nancy suggests faculty know exactly what is available and how it would be useful to students. Bala will convey the information.

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- e. Deborah states the library is accepting returns on a drive by basis. Bala suggested to reach out to Scott about a message on Canvas. Mostafa states King City has been asked to hold checking in district materials, who is checking in at the main campus? Classified staff are accepting the materials from students. Deborah states they aren't currently placing registration holds, holds for registration are manually placed. Main campus students have the ability to return their borrowed items but King City do not. Option to extend grace period for return? Due dates can be extended for return of items and that would help the students.
- 3. Staff –
 - a. Carla Johnson - kudos to Bala and team, over 1,000 students registered on Panther Prep day. The highest number in a while, maybe ever! Moving to ed planner use by students to register.
- 4. Functional Areas (Student Affairs, Academic Affairs, Admin. Services) –
 - a. Mostafa states they have converted inmate education to correspondence education. Starting to use Zoom more at youth facility. Questions about Mitel, phones going in and out. Many requests for cell phones because Mitel isn't as stable. Is there a plan for a cell phone deal if they have issues with Mitel? Bala states Mitel app works better and they reached out to users that had connectivity issues. Switch from soft phone to desk phone each time but you can set it to soft phone by default. We aren't in a position technically to allow one line to be answered by multiple people. Bala asks Mostafa to forward any issues to him.
 - b. Students can pay fees through the ed planner or PAWS.
- 5. Subcommittee Reports
 - a. Online Services Committee Bala Kappagantula - no update at this time.
 - b. Data Analytics and Reporting Team Matthew Trengove - Flexit was discussed. Last of Cognos reports were transferred to Flexit. Discussing when everyone can get access to Flexit. Would like to expand usage so everyone gets knowledge and training about it. Andrew is developing training about it. It will start with IT and IR, recorded sessions. Faculty will have access - no specific date at this time but hopefully will be soon. Deborah put in request for institutional research help - what is the turnaround time? Matt did not see the request and they will meet.
 - c. Advisory Research Group Matthew Trengove - two ARG meetings, minimal attendance. Will try and get more attendees but other tasks are taking priority.

Announcements - next meeting August 26th

Adjournment - Motion to adjourn Mostafa/Matt

Happy summer!

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