Technology Development Council Minutes

April 1, 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

Guests

Name	Representing
Hetty Yelland	Guided Pathways

1. Call to Order & Introductions

2. Minutes from Feb 26, 2020 approved with no corrections

3. Move May meeting to May 22 – consensus reached that this is unnecessary now, meeting remains May 27

4. Special Information Item: Purchase of Program Mapper

    a. Ask for implementation next year. Guided Pathways is a state-wide initiative, with a goal to make enrollment to career navigation more clear. New designs approved by CPC and AS. Teams dissolved now, moving to implementation. Senior leadership now have ownership of designs. Meta-major leads will be able to provide minimal support. Program mapping at August convocation. Past difficulties with where information lives, needs to be somewhere other than the catalog. Need a solution to show faculty in August. $50000 pledged from HSI, one-time to purchase. New designs will launch in May 2021; $5500 for Program Mapper update if needed at that time. No reason to spend time creating program maps at convocation if there's nowhere to put those plans. Hosted solution is free right now, but what about after? How do we pay for people to keep it updated?

    b. Demo of Bakersfield College implementation. Drill down from meta-major to specific major, can see how long each program takes. Video, career info for each major.

5. COVID-19 Updates

    a. Hotspots in parking lots at main campus, Alisal, KC. Hours 6:30am -10:30pm, but no restrooms available

    b. Chromebooks distributed to faculty and staff, some staff still need, working on a pick-up time

    c. Soft phones to make calls from home, worked with vendor for temporary licensing.

    d. If staff need equipment, including hotspots, need to go through management

    e. How are we going to get Chromebooks and hotspots to students? Starting with students graduating this spring. Working with them to be sure they have what they need. Survey response showed only ~30 need equipment. Form online (invite only) to fill out to arrange, will arrange drive-up stations. Rest of population: how many units completed, how many units this semester, special populations contribute to weight assigned. Will go through priority list to distribute Chromebooks, foundation is raising money to buy more Chromebooks and hotspots.

f. Computer lab software now available remotely, library computers available to students to make MS suite available. Some math and science labs will be available via Canvas.

6. Area Reports / Requests / Questions

   a. Follow up on previous reports – none available

   b. Students - none

   c. Faculty

      i. Faculty are concerned with student participation, students have challenges with children at home, distractions from family situations

      ii. Could students use remote desktops to install R on virtual desktop? Can't install it on Chromebooks, could IT install it on a server for Hartnell students?

   d. Staff

   e. Functional Areas (Student Affairs, Academic Affairs, Admin. Services)

      i. ShoreTel for adjuncts when they don't have an extension? They were using full-timers extensions, but can't do that now. Could they use Google Voice to call? Is that a FERPA violation? Probably okay.

      ii. Distribution of Chromebooks, counselors are hearing from students who can't progress in their classes with technology. Difficult for students dealing with children's education at home, personal issues, only one laptop for an entire family.

      iii. No standardization with how faculty have moved online, some are communicating via email only, some using Canvas only, some using Zoom. Students are under a lot of stress trying to remember who wants what. 3 week wait for crisis counseling.

      iv. South county k-12 schools distributed hotspots, district will get list of who got those, to not duplicate. Monterey transit may park Wi-Fi enabled buses in different neighborhoods.

      v. Ed planner having issues after upgrade, need to email Bala for each student. Needed to upgrade in order to send financial aid offer letters. Should have core group test prior to launch. Asked for testing before this upgrade, didn't get much response. Financial aid self-service is looking good in testing.

7. Subcommittee Reports

    a. Online Services Committee – hasn't met. Dave would like search improved. James is changing to Google search backend

    b. Data Analytics and Reporting Team – working on FTES report

    c. Advisory Research Group – no report

8. Adjournment