



HARTNELL COLLEGE

**Technology Development Council Minutes
November 18, 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	
Diane Harley	Academic Senate – Faculty, ESL/English	X	
Elizabeth Morales	Academic Senate – Faculty, Computer Lab	X	
Nicholas Pasquale	Academic Senate – Faculty, Math	X	
Daniel Orta	Associated Students of Hartnell College	X	
David Orta	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

Guests

Laura Otero (Instructional Technologist), Michael McCarthy (Faculty, Chemistry)

AGENDA

Call to Order & Introductions

Call for Approval of Agenda - approved

Call for Approval of Minutes from October 28, 2020 – no corrections

Information / Discussion / Presentations

1. LTI approval process

a. Rubric for approval – Laura Otero

Laura presented the rubric with 3 areas: Value, Resources, and Functionality. Components within each are weighted to reflect relative importance. Based on rubric used by Core Team to evaluate and prioritize Colleague requests.

Committee members provided feedback and Laura provided additional explanation.

Rubric was applied to Michael McCarthy's LTI – Open Learning Initiative from Carnegie Mellon.

The request concerns a course with quizzes and virtual labs. The LTI would enable integration of the grade book, so that faculty members don't need to manually enter the data in Canvas.

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Course based on Open Stax textbook. Many schools throughout California are using this course. Course doesn't look like it's accessible to students with disabilities, but faculty could provide alternatives. (VPAT is available.) Daniel asked about the ability to access previous work from past semesters. David also mentioned that it would be useful for students to have access to previous assignments. Students can't access previous discussions or work in Canvas shells from prior semesters. Dave asked if the default setting in Canvas is for course material to be inaccessible after the courses close. No, Laura stated that the default in Canvas is that the course materials are still accessible after the course closes. David asked about the ability to download all work from Canvas shell with one button. Dave suggested taking this discussion to the DE committee.

The council worked through the rubric, although some items will need to wait for an actual product demonstration. Should the rubric be adjusted so that failing on accessibility, user privacy, or data retention (or all three) disqualifies the app no matter what the score? Dave suggested modifying the weighting so that an app needs to pass all three sections to pass. Is the rubric overkill for a simple request for grade book-only integration? Issue there is that the integration may not be that granular, some instructors may use more features. David called out data privacy as a key issue; an app should not be enabled if it doesn't pass.

Nick suggested that if app is in the 50-69% range, Laura could have the ability to adjust the weights. Instead, Laura suggested that she work with the faculty as part of the discussion/research indicated and bring any concerns to the TDC. David asked about student input; students on Council can report back to constituents. Nick moved, Jess seconded to accept the rubric with the edits. Carla suggested running a few LTIs (enabled and rejected) through the rubric as a test. Laura will run that on her own and report back at the next meeting.

- b. Outstanding requests
 - i. Electudes –Pete Escoto
 - ii. Google drive – Rhea Mendoza
 - iii. EBSCO – Deborah Stephens
 - iv. General Chemistry class - Michael McCarthy
2. Google groups (email lists) permission demo
Anyone can create a Google Group and add members. Sharing/privacy setting are under Group Settings. David asked about student access to groups, Dave will follow up to explore cross-domain issues. Daniel tried, but was not able to create a group; Dave will investigate and report back. Main privacy settings, who can view conversations, post, view members.
3. Loss of OEI Funding – Update on tools
State pulled funding for Cranium Café, Proctorio. Another list of “de-support” coming in June 2021. State is requesting schools to indicate interest in products and then will go to vendors to request discounted pricing. Should Dave take the expense for Net Tutor, Cranium Café, and Proctorio to Cabinet? Laura suggested talking to Jay about funding for Net Tutor. Carla reported that Net Tutor has funding from SEAP. Which programs need proctoring software? Nick will get feedback from AS about faculty opinions about proctoring software. Could Google Meets replace Zoom?

Set December meeting date

Meeting moved to December 9, 2020

Area Reports / Requests / Questions

Skipped due to lack of time

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Announcements

Online Services Committee meeting is this Friday, 11/20.

Laura asked if it's possible to add the Instructional Technologist as a permanent member. Dave will check.

Adjournment

DRAFT

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