



HARTNELL COLLEGE

**Technology Development Council Minutes
February 24, 2021 3:00 – 5:00, Online**

Members

Name	Representing	Present	Absent
Dave Phillips	Administration (P) – VP of ITR (Chair)		X
Sharon Albert	Administration (P) - Assistant Dean of Career Technical Education and Workforce Development	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)

AGENDA

Call to Order & Introductions

Call for Approval of Agenda - approved

Call for Approval of Minutes from February 3, 2021– Sharon Albert has replace Mostafa Ghous as Academic Affairs representative; attendance list updated

Information / Discussion / Presentations

1. LMS Report – Laura Otero

Laura & Bala reported on the integration of the Follett Canvas LTI app giving students access to online bookstore; will be in place by summer 2021.

2. Next meeting: March 17 or March 31 instead of March 24? March 17 (March 31 is César Chávez holiday)

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Area Reports / Requests / Questions

1. Students

- a. Daniel: Is there updated information on discussions begun with administration re: solution for at-risk students by counselors?
- b. David: ASHC working on possibly hiring an alumni coordinator to mentor students w/website content for mentorship and internship programs for post-Hartnell career and academic choices; with consolidated access in Canvas, technology help, and social media.
- c. Bala: Carla mentioned Mentor & Match program by Student Equity Program (not necessarily alumni).
- d. Deborah: Do we have a replacement for Starfish Early Alert program?
Bala: Not yet.
Carla:
 - i. Had to transition from Starfish; fees too high plus increased cost for total headcount.
 - ii. SARS, counseling program has an Early Alert section; has been purchased, not installed yet; has website with instructional video.
- e. Deborah: Progress on Student Portal?
Bala: Signal sign-up is 90% complete; expects to go online by summer; for faculty and students.
David: Signal sign-up will address student needs.
Bala: Did a brief demo/screenshare of Beta Portal page.

2. Faculty

- a. Elizabeth: Any news on Microsoft 20, 365? Is it free for students?
Bala: We have the software—it will be rolled out. It is free for student labs and faculty; will get back to us on whether it is free for students to install on their computers.
- b. Deborah: When IT tickets are closed, no notice goes to person requesting/filling ticket. Could there a positive way to show closed tickets?
Stephen: Feature was turned off; it can be turned on again.

3. Staff

- a. (not sure who asked question): Can staff get wireless keyboards and headsets?
Stephen: We are providing standard (USB) keyboards (and headsets?—not sure of this item). For ergonomic devices, need to go through HR.
- b. Bala: ASTRA integration will be in the Cloud; waiting on action items; will have training after integration.
- c. Sharon: Is there an update on integrating Jobseekers with IT system?
Bala: There is; will forward to Sharon
- d. Sharon: Can we link CTE program to CA Virtual campus? Some CTE courses are not online.
Bala: We sent file to CA Virtual Campus with all courses; did a screenshare to show some examples: courses are coming up; IT has a request to update more frequently.
- e. Sharon: Do we have a Technology Master Plan?
Deborah: Yes, it is in the works.

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

- a. Carla: Not all counselors have webcams on campus equipment. Any plans to update their on-campus equipment for return to campus?
Stephen: Check with Dave Phillips for return-to-campus equipment changes.
David Techaira: Is part of a working group; will check and get back to us.

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- b. Carla: Counselors in B Building will need to connect with students online using social distancing—no problem if they use (wired) laptops & docking stations.

Subcommittee Reports

1. Online Services Committee

Bala Kappagantula – Website: Revamping from audience perspective; Search switch to Google is updated; got input from SALT; will get ASHC input; will present plan at OSC.

Deborah: Bookstore does not show up in Search.

Bala: Working on it.

2. Data Analytics and Reporting Team

Bala Kappagantula – working on Cognos to Flexit reporting system change; will completely migrate to Flexit; there will be training.

David Techaira: Questions about training and (levels of?) access.

Bala: It is possible to provide access differently.

3. Advisory Research Group

No update.

Announcements

- David Orta: Can someone in Tech Dept. help with Panther Student game event?

Bala: Where will it be hosted?

David Orta: Discord site.

Bala: Send requests through Student Life so they can provide required resources.

Next Meeting: March 17, 2021.

Adjournment

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