



HARTNELL COLLEGE

**Technology Development Council Minutes
January 23, 2019 2:00 – 4:00, E-112**

MEMBERS

Name	Representing	Present	Absent
Dave Phillips	Administration (P) – VP of ITR (Chair)	X	
Luz Ortega	Administration (P) - Dean of Student Affairs (Interim)		
Céline Pinet	Administration (P) - Distance Education Coordinator	X	
Bala Kappagantula	Administration (P) – Director of ITR	X	
Mostafa Ghous	Administration (P) - Dean of South County Educational Services		
Matthew Trengove	Administration - Director of Institutional Research	X	
Deborah Stephens	Academic Senate – Faculty, Librarian (Co-Chair)	X	
Emily Brandt	Academic Senate – Faculty, RCP		
Elizabeth Morales	Academic Senate – Faculty, Computer Lab		
Cheryl O’ Donnell	Academic Senate – Faculty, Computer Lab		
Brian Palmer	Academic Senate – Faculty, Math		
Nancy Wheat	Academic Senate – Faculty, Biology	X	
Yousef Al-Shinnawi	Associated Students of Hartnell College	X	
Remel Gloria	Associated Students of Hartnell College	X	
Shawn Pullum	CSEA	X	
Stephen Otero	CSEA		
Suzie Payne	Classified Manager - Controller	X	
Kenneth Stuart	L-39 – Custodian, Maintenance & Operations		

Others

Name	Title or Representing
Doug Sawyer	Comveo
Dylan ?	Comveo
Tom Wilson	JobsEQ

CALL TO ORDER & INTRODUCTIONS

Deborah Stephens

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.

ACTION ITEMS

1. Minutes from October 24, 2018
Approved Deborah Stephens
2. Minutes from November 28, 2019
Approved with corrections Deborah Stephens

SPECIAL PRESENTATIONS

1. Comevo –Online Orientation and Probation Workshops Doug Sawyer (remote)
Online orientation software, also assist students with self-placement for AB705, can integrate with Colleague.
Member of inCommon, sign-on through student portal, track students completion, update block automatically through API. Modules for orientation, probation, other asynchronous non-academic learning. Mobile-responsive, CMS to customize content on on-going basis, split into relevant student populations based on provided responses or data from Colleague. Assessment through quizzes with question bank, set cut score for each quiz, student sent to review if not passed. Mini-surveys throughout module, rather than all questions at the end. Built-in form tools to display forms within flow of module. Printable certificate of completion with student name.
Management side with WYSIWYG editors, embeddable questions within videos. Reports available on completion/non-completion, individual and aggregate question answers, etc.
Students who stop orientation will restart at beginning of last uncompleted section. Admin side can be limited to just reports, or allow editing of specific modules
Possible to restore back to previously published version, nightly backup
ADA compliance for management console? VPAT is available; will send to Dave and Carla
Frontend is HTML5, CSS, JS; backend C# and SQL
Student demo will be hosted on Comveo domain, not Hartnell
2. JobsEQ –Research Database Demonstration Tom Wilson
Industry snapshots with employment data, forecasts of growth (new jobs) and separations (transfer from one industry to another, exit from labor force).
Live chat support available, video trainings and workshops
Occupation snapshots - employment/unemployment rates, online job postings pulled from aggregators and company websites, history of changes, compare to other regions, forecasts. Occupations broken down by SOC - 2-,3-,5-,6- digit, educational attainment. Educational programs linked to occupations. Knowledge, skills, abilities required by occupation. RTI: occupations available / employers hiring in the region. Award Gap - are educational institutions fulfilling employer needs?
Matthew will get a quote.

AREA REPORTS / REQUESTS / QUESTIONS

1. Students Student Reps
 - a. Students pushing Elucian Go app, students are adopting - 300 new users since 1/14.

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.

- 2. Faculty Faculty Reps
 - a. Bala asked by Carol Hobson to enable new app in Canvas from OEI, Pronto messaging app to allow students to interact with faculty via real-time chat. Bala will request Laura and Carol to present at next meeting. Faculty are not able to add students in Canvas because invitations were being sent, not responded to, duplicates created. Faculty would like to add SIs, but were being added incorrectly with access to see student data. Discuss with Laura next time.
- 3. Staff Staff Reps
 - a. Matthew - proposing to share data with Monterey school district and CSUMB., who is responsible for security of data? Standard data sharing agreement, describes what data can be shared, FERPA applies, penalties if breached, what happens to data when agreement ends.
 - b. Proposing new procedure for Survey Monkey - changing password for general account to allow targeting certain populations
 - c. Dave following up with Nuventive for MIS data. Power BI going forward? Part of MIS Pac.
- 4. Functional Areas (Student Affairs, Academic Affairs, Admin. Services) Area Reps
 - a. None
- 5. Subcommittee Reports
 - a. Online Services Committee Bala Kappagantula
Deadline pushed to after ACCJC visit. Hartnell team is going through train the trainer trainings, after training will start user acceptance tests, provided OmniUpdate with list of pages to be updated with paths. Pages will be migrated to new instance, migration over spring break.
 - a. Data Analytics and Reporting Team Matthew Trengove
Tabled
 - b. Advisory Research Group Matthew Trengove
Tabled

INFORMATION / DISCUSSION / PRESENTATIONS

- 1. AB-705 Multiple Measures Update Dave Phillips
Tabled
- 2. Network Refresh RFP Update Dave Phillips
Tabled

OTHER ITEMS / BRIEF ANNOUNCEMENTS

- 1. Announcements All
Deborah will miss the February meeting
- 2. Next Meeting Date: February 27, 2019 All

ADJOURNMENT

Deborah Stephens

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.