

Tech Council notes 4/3/2019

Wednesday, April 3, 2019 3:12 PM

- Attendees: Bala, Nancy, Suzie, Liz, Shawn, Laura in lieu of Steve O., Carla
- Call to Order
- Action item
 - Approval of minutes 1/23
 - 6 approves, 1 abstain, Nancy 1st, Liz 2nd
 - Approval of minutes 2/27
 - Correction: "Different form of access for clubs"
 - 7 approves, Laura 1st, Shawn 2nd
- Information Item
 - Pronto
 - Nancy: "My students really liked. Distance Ed. Committee folks on board with trial. Free for a year. Soft launch pilot fine, don't need to train people large scale until we make a final decision. Pronto looks simple."
 - Bala: met with Carla - counseling using Cranium Café - Nancy: "faculty will prob. Need to use separate things"
 - Bala: "Does Pronto overlap with anything else?" "Zoom?"
 - Nancy: "Zoom and Pronto are different. Some overlap, but students"
 - "Zoom great for instructor-student interaction. Pronto will fill the gap with student-student interaction. I would love for my students to have this to do labs at home - streaming and use chat feature to work together but separately."
 - Laura: "Canvas Live Chat will support this functionality of chatting together."
 - Nancy: "gives students the option of working together from home. Students that I talked to thought it would be helpful. Students don't want to share their phone numbers, or speak to other students outside of the classroom. Hands-on lab. "
 - Laura: "Liability for Hartnell if they are using video chat and something bad is said. You have to hit record on both Zoom and Pronto."
 - Carla: "Cranium Café records automatically."
 - Laura: "you can share files with Zoom as well as Pronto."
 - Laura: "[she] wants to follow up on liability question."
 - Bala: "Who do we check with for liability? Does this need to go outside of the TDC?"
 - Laura-Shawn: "Do we have other student-initiated video chat? Yes, Google Hangouts."
 - Laura-Nancy: "Cranium Café is open for everyone, faculty need to turn it on but they can use it now." Nancy: "didn't know what CC is"
 - Bala asked about faculty access to CC. Laura: "Faculty do have access to CC but need to turn it on."
 - Laura: "I'll confirm with the CEO of CC that everyone can use CC at Hartnell."
 - Laura: "Zoom has built-in captioning, but CC has a nicer version."
 - Laura shows the group how to turn on CC and how to find training (Tech Tools).
 - Bala: "none of these tools have student-to-student interaction, correct?"
 - Nancy: "no, I really need student-student"
 - Bala summary/follow-up:
 - Liability of student-student
 - U
 - Laura: "Can we wait for Instructure to make their announcement in a few months?"
 - Nancy: "I like that they can see their classroom peers and their canvas groups within Pronto."
 - Laura: "Pronto shows all of a student's groups and classes in a big long list. It's a cluttered list, they see everything they have even in a single class."

- Nancy-Laura were discussing Pronto cluttered interface and usability.
 - Bala: "Carol Hobson, DE Specialist, using Pronto at Cabrillo? Should DE committee check with them?"
 - Laura: "liability issue with Google Hangout
 - Carla: "when will we have a vote?" - Bala: "I
 - **Carla proposes that the vote for Pronto be placed on the next agenda.**
 - Liz: "Carol is using Pronto. Yep."
 - Directory Task Force (Bala)
 - Change: information no longer updated by Bruce, telephone team member. We will eventually use information from Colleague to show up on the website.
 - HR is going to form a directory task force to maintain (across moves/new positions) employee information.
 - Maintained in one place and reflects most recent HR information.
 - Temporarily, we are using Active Directory, which is updated by IT. We want to avoid this for the final project.
 - Calendar Task Force (Bala)
 - Four groups: IT, Communications, Academic Senate, Scheduling
 - Look at existing tools that we have implemented:
 - ASTRA
 - Canvas
 - OmniUpdate
 - SARS GRID
 - Solution: centralized, moderated
 - Public facing and internal tools
 - Tech Plan Task Force (Bala)
 - Suggestion from the Accreditation Committee
 - We started it, requested volunteers, it fall off the radar.
 - Going to try again to come up with the next Tech Master Plan.
 - Dave and Deborah co-chairs
 - Center for Information Security CIS 20 - Security Controls (Bala)
 - Presentation at the Tech Council - requirement that every inst. reporting data to the federal government.
 - IT broken into workgroups - trained on their area controls.
 - Implementation phase: study, status, waiting for creation of task force.
 - Task Force will work with IT team working groups - propose to Board of Trustees - need for money for compliance - infrastructure upgrade, user functional training for using technology resources.
 - Task Force will ensure not just IT-driven.
 - Suzie: "you need someone from HR."
 - Bala: "for example: we need to maintain an inventory of systems connecting to our network. "
 - Update: finished working on initial assessment, finished assigning workgroups to controls, going to start on creating Task Force non-IT members at Hartnell, then we will go to Board of Trustees.
- Area Reports
 - Faculty
 - Nancy: "Drop Roster dates, and there are issues. Email going around."
 - "Everyone has different dates - why can't we have the same drop dates for all of our classes?"
 - "One person has sections with one date, a lab with another, etc."
 - Bala: "drop date requirements driven by Chancellor's Office - by census date - 20%, 60%. % based on number of meeting days for a given section."
 - Bala: "Faculty got the same date because A&R was internally accounting for the

- different dates but giving everyone a consistent date."
 - Nancy: "They don't like the different dates and they don't like not having a reminder."
 - Bala: "There are many factors going into it, but this wasn't driven by IT. Faculty were requesting the ability to drop students online to avoid mistakes." Laura: Adjuncts had to make special trips to campus to bring paper drop forms."
 - Bala: "We don't have a standard for when sections start."
 - Nancy: "Maybe remind faculty once a semester?"
 - Bala: "the system does not allow you to backdate or use a different date."
 - Nancy: "it would be nice if all full-term courses had the same drop dates."
 - Nancy: "Error: someone of us clicked on a student, entered a date, and dropped them, and received a datatel email that no one was dropped. I tried again with one of my courses and it worked. It's happening to several people, this week."
 - Liz: "we're having trouble in our lab, E-211, with I-drive. Storage capacity is running out. Students have to delete files."
 - Bala: "will bring it up at next IT meeting. We bought some storage. U drive has plenty of space."
 - Liz: "Faculty raised an issue about the Macs in E-219. They're slow and they don't want to use the room. Can someone check on these?"
- Staff
 - Laura: "we need more staffing."
 - Suzie: "we need to hire additional faculty with 50% law."
- Functional Areas
 - Carla: "we met with Bala, Laura to talk about tools and reports-- will "
 - Suzie: "position control-- complete, I look forward to starting to use it next week."
- Subcommittee Reports (Bala)
 - Online Services - new website, new CMS
 - "If you see errors, fill out the report error form."
 - "New infrastructure with disaster recovery in place."
 - Alert feature for emergencies - in place
 - "Trainings with pilot group starting tomorrow."
 - "User maintenance is very straightforward. Uses PAWS password."
 - "Able to run reports in the backend - accessibility, broken links, usage, very nice reports."
 - "Direct access to the server, very exciting."
 - Laura: "fully online training available next week."
 - Bala: "top 25% active users chosen, with representation from our various groups."
 - Bala-Laura: "the new system is more useful and exciting."
 - Bala: "this migration was to a new look and infrastructure, not to update website structure."
 - Suzie: "do we have any examples of good ways to present
 - DART (Bala)
 - Nothing to report - cancelled due to other projects.
 - Bala: "Matthew understands the data, knows what questions to ask, and knows SQL."
 - "We've upgraded our test infrastructure to the latest system."
 - "We're working on a dedicated reporting server."
 - Advisory Research Group (Matt)
 - Matt isn't here so will wait until next time.
- Information / Discussion / Presentations
 - AB 705 MM updates (Bala)
 - We are one of the few colleges that are in full compliance.

- Thank you to everyone especially Math and English faculty.
 - IT built a tool for MM placement. Bala-Carla discussed what the tool can do with Nancy and Laura.
 - ◆ Carla: "just in time workshops that will be built around Math/English - 1AX embedded support."
 - ◇ "Chancellor's Office isn't saying don't provide support, they're saying provide support concurrently while taking the course."
 - Bala: "Goal: decrease time to graduate. Part of the bill addresses high schools and CC interaction"
 - Carla: "students excited to be placed in a transfer level class instead of a remedial class. Students felt bad to be placed in a remedial and it caused time to degree to balloon to 4+ years."
 - Carla: "pathways will allow a student to take courses that fit into majors within the meta majors."
 - Everyone will use the tool.
 - Network Refresh RFP (Bala)
 - Request for Proposal
 - Six companies chosen - presentations given
 - Came down to 2-3
 - Going with Aruba, Bay Area-based
 - Cabinet approved money for it
 - ◆ S building issues
 - IT went to Aruba offices
 - "New wireless for Nancy" - thank you everyone
- Announcements
 - Bala: "this was a very fun meeting!"
- Next meeting
 - April 24 - 1st Laura, 2nd Suzie