

# NORCO COLLEGE

Technology Committee Meeting

September 17, 2020

12:30-1:30pm

[https://cccconfer.zoom.us/meeting/register/tJ0kce6trz0jGtF-46ynA3ndO9xaUN\\_7Ry1f](https://cccconfer.zoom.us/meeting/register/tJ0kce6trz0jGtF-46ynA3ndO9xaUN_7Ry1f)

Minutes

Members Present: Ruth Leal (Co-Chair), David Schlanger (Co-Chair), Mitzi Sloniger, Suzie Schepler, Lenny Riley, Farshid Mirzaei, James Finley, Janet Frewing, Mike Angeles, Jalen Madrid (ASNC), and Ryan Snyder (ASNC)

Members Absent: Damon Nance

Guests: Daniel Lambros, Ricardo Aguilera, Jason Caceres, Sal Herrera, Michael Collins

## 1. Consent Calendar

- a. May 21, 2020 Minutes E-Vote – Schepler motions/Nance seconds. Approved.
- b. Meeting Time -The committee discussed that instruction will be mostly online through spring as part of the Safe Return plan provided by RCCD and the committee's meeting times conflict with many academic department meetings. Goal is also to move off of college hour when, on campus, it conflicts with many student and college events. Therefore, the committee discussed a new meeting date and time. Members gave input. Discussion will continue at the next meeting.
- c. Introduced new administrative co-chair David Schlanger who gave a brief introduction of himself. Introduced student representatives from ASNC. One served previously and chose to return.

## 2. Technology Plan – Ruth Leal

- a. 2019-2025 Technology Plan and Goals Report – The committee will need to look at our technology training plan. Based on the Technology Survey – the committee will be looking for what trainings to offer for fall and spring to faculty, staff, and students.
- b. Lynda/LinkedIn Learning Status Update – Recommendation was submitted at the end of spring. As the committee agreed, it was not voted upon as normal because the document was an update and not new. The committee had agreed to continue the recommendation. Per the decision of college administration, LinkedIn Learning for the students was not renewed based on budget challenges. It is still offered to faculty and staff through the state chancellor's office and the website has been updated to reflect that. David Schlanger shared that the Inland Empire Desert Regional Consortium paid for LinkedIn Learning for all students at the twelve colleges within our region. It was a regional approach with Norco

College as an example. However, Norco College had a subscription at the time so did not participate. David is going to contact the IE Desert Regional Consortium about the possibility of getting the subscription for students through them and will report back at the next meeting.

- c. Technology Survey – The survey was customized this year to add questions about online learning. And it was customized for the students, staff and faculty and kept basic questions the same. We're used Microsoft forms this year instead of SurveyMonkey, so It provides us with graphs and reports and exports to Excel. The committee reviewed the technology survey from the students. 251 students responded which was pretty good considering the switch to online and not being on campus to promote it. The majority of students who answered were in the 20-29 age category. Of those students, 21 had borrowed a laptop from Norco College in the Laptop Loan Program. Lenny reviewed the survey questions and answers with the committee. See attached.

### 3. Technology Report

- a. Software & Website – Leonard Riley reported about canvas and the student support hub. Lenny showed the committee the student support hub and its features such as department shells. There are tiles for each of the locations that you would normally find on campus to be able to receive student services. It's set up basically like the website. Where students could be able to find answers to any questions or receive services that they would normally receive on campus. We're now providing access to staff need access, because now that everything is online, a lot of staff have to be using canvas in order to provide services to students. There's a lot of clubs and activities that are available as well. So there are several ways that students can get help with Canvas. Cranium cafe, which allows students to talk to somebody 24/7 if they have a problem with canvas.
- b. TSS & IMC Update – Michael Angeles reported TSS just added 150 more student laptops. Those are brand new HP laptops that were purchased through Kurczak. And then TSS reimaged 175 returned laptops from spring semester and were delivered back to the library. TSS has two on hold work orders that are waiting for the computers. So far TSS are working on 20 Dell Computers for staff and five desktops for faculty and 32 laptops and docking station for faculty. And then another PT Dell laptops for stop which were purchased through CARES Act. And also that includes 150 Verizon hotspots for students. And we are providing remote support from Monday to Friday 7:30 to 4:30. See attached report. Dan Lambros reported IT 101 got all new AV equipment that was completed at the end of spring/early summer. Projectors, screens in West End Quad 7 that was completed spring/close to summer. CSS 217 had a defective projector, that brand new projector for E sports that was under warranty, and that got replaced. Interactive display that goes into mobile interactive display that goes into CSS 217 that's just on hold right now until we actually come back on site. That room is not being used so that display is just pending right now. Interactive displays for

the nEngagement Center that's going to be happening next week. Library 109 and Library 110 got a completed all new audio system, just audio, not the video system, but audio is back up and running on the ceiling speakers in those two rooms. See attached report.

4. ITSC Update. No report. Meeting tomorrow. Will provide ITSC minutes at the next meeting.
5. Strategic Plan and Governance Manual Draft Review – Review of Chapters 5 and 9. The committee discussed going through the Strategic Plan and Governance Manual draft chapters five and nine. The committee needs to look to see where we fit in with those educational master plan goals and then just looking at our committee charge. We will further discuss at the next meeting.
6. Open Forum

Next meeting will be October 15, 2020 via Zoom