

Information Systems and Instructional Technology Committee

Meeting Notes

November 5, 2012

2:30 to 4 PM

Collins Center Conference Room

Attendees: Leah Carter, Tim Bohan, Christian Zoller, Andrew Baker, Adie Geiser, David Neville, Matthew Garrett, Hal Mendoza, Judy Ahl, Todd Coston, Gabi Martin, Kristin Rabe, Brent Damron, Nick Strobel (co-chair), Hamid Eydgahi (co-chair), Greg Cluff, Kirk Russell, Tracy Lovelace

Absentees: Manuel Fernandez, Mark Staller, Amber Chiang, Steven Lytle

Meeting started with approval of minutes, review of action items and additions to the agenda at 2:40pm.

Correction from previous meeting minutes: Harold Mendoza is the current rep for BMIT not Bill Moseley. Bill Moseley would like to remain on the ISIT listserv but is not an ISIT member.

Accreditation Re-cap: Todd, Bill and Kristin met with the representatives from the Accreditation team. The half hour spent discussing our ISIT APR Technology plan spreadsheet as well as how we assess (which we do not) the technology that is decided upon and utilized in the classroom and on campus. We have workshop surveys but how do we assess the effectiveness (follow up) of the technology workshops. Also, how does the use of technology on the campus contribute to student success in the long run?

Meeting Minutes Prototype is coming together. Dave Barnett and his team are working on this solution and are suggesting a spring 2013 implementation.

Campus Updates: Kristin announced United States Distance Learning Week (Nov 5-9) and distributed a flier with two webinars on it. Also Kristin mentioned the call to departments to consider teaching in the interactive classrooms to Delano. In these tight budget times – it would make sense to get the best for our dollar and have faculty teach from here to Delano.

POLICY & PROCEDURE FOR INNOVATIVE TECHNOLOGY: APPROVED Nick suggested we take a vote on approving the Policy & Procedure for Innovative Technology. Nick explained the policy and procedure as there were some new people on the committee who were not familiar with the work that has been done on this. Motion to approve was granted and seconded – Most approved – one Abstain (not part of the committee when the policy and procedure was developed).

Best Practices in Online Education Checklist task force: Tracy was asked to assist in the development of a checklist that would be given to those wishing to teach an online class. Task force was put together originally by Dr. Bonnie Suderman. There were only about 5 or so people on the task force asked to look at the 27 Best Practices. They were whittled down to about 15. From those 15 – we're looking to have 10. We're giving this another month and report out will be at the February meeting of ISIT.

FACULTY CERTIFICATION For teaching online discussion: From this a discussion occurred on why faculty are not certified to teach online. A motion was made by Leah Carter – along these lines: In order to comply with AIP #2: There is a motion to require certification of faculty by taking a BC moodle class or some other @one training that speaks to the final Best Practices. Motion was seconded and approved. No abstention. Nick said he would take this forward to Academic Senate and it would probably be discussed in the Spring. The reason this has not passed in the past through Academic Senate is that we do not require our face-to-face faculty to have similar certification. The thought is that faculty who get the Tracy Moodle Training would then be certified. This may even be viewed as dealing with the accessibility issue – making sure all content online is accessible.

- 1) AIP #2 status (20 minutes) — Group. Bakersfield College will include the appropriate support to implement:
 - a. Development of an online student orientation system to better prepare students for online courses with the overall goal of increasing their success in those courses.
 - b. Development of a student signal alert system that would inform students of their current course progress and refer them to appropriate helpful resources.
 - c. Development of an online tutoring program to increase students' ability to succeed in an online course.
 - d. Increased online counseling to better support online students with the goal of increased retention.
 - e. Development of additional pedagogical training and support for online faculty.
- 2) Analysis of data from Technology Request Form in the APR (20 minutes) — went through the form. At February meeting will bring back revised forms – one with grant related items and one with all other related items – in priority order.
- 3) Replacement of low-end computers (10 minutes) — Ahl/Coston - Move to February agenda
- 4) Standardization of “clickers” across campus (10 minutes) — Strobel - Discussion moved to February meeting. Preview: There are 3 clicker systems on campus – added cost to the students. Need to standardize. Single system – require it for a class. Todd mentioned that there might be some legal issues with requiring it for a class unless it's stated up front when a student registers for a class.

Meeting dismissed at 4:05

Next meeting: February 4, 2013 at 2:30 to 4 PM