



FOOTHILL COLLEGE

Technology Task Force Meeting

MINUTES

Date: 1/20/16

Time: 12:00 – 1:00 p.m.

Location: Toyon Room (2020)

Attending

Judy Baker, Kevin Harral, Akemi Ishikawa, David McCormick, Sherri Mines, Joe Moreau, Teresa Ong, Paula Schales, Lisa Schultheis, Lori Silverman, Student Representative, Janet Weber

Discussion Items

1. Welcome and introductions
2. Review and approval of minutes
3. College support for classroom teaching with clickers and/or live student polling
4. Review and revision of draft for new Tech Master Plan
5. Web redesign update
6. Updates from ETS

Discussion Detail

1. Welcome and introductions
Committee members went around the room and introduced themselves. The student representative left before his name could be confirmed for the minutes.
2. Review and approval of minutes (available at http://www.foothill.edu/president/ttf/TTF_DRAFT_MINUTES_120215.pdf)
Minutes from the December 2, 2015 meeting were approved.
3. College support for classroom teaching with clickers and/or live student polling (Lisa Schultheis)
Biology faculty member, Lisa Schultheis presented information on audience response systems and the rise in cost for students. Audience response systems allow for use of live polling in the classroom setting with a clicker or smartphone.
 - a. Departments currently using Turning Point Technologies (TP) devices include biology, ESL, music, radiologic technology, respiratory therapy and the health center. There are varying degrees of use by faculty.
 - b. New software to continue use of TP devices will increase the cost to students through an annual registration fee.
 - i. A short-term solution will allow for continued use of the old software, that does not require registration by students. Joe Moreau will help arrange for the college to host the link for use of the old software through the end of June.
 - ii. For a longer-term solution, Joe Moreau will also check with TP to discuss college or district licensing options to keep the costs down for students.
 - c. Switching to Poll Everywhere, a free audience response tool for mobile devices, was

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suggested.

- i. TTF discussed how device ownership amongst FHDA students has increased and faculty have been able to find work-a-rounds/solutions for the few students without their own smartphone/mobile device.
 - ii. The committee also discussed the various (free or tiered payment) plans available. The free plan has a 40-student limit. The availability of a college or district wide license to go beyond the 40-student limit will be researched.
 - d. It was suggested that De Anza faculty and students would be facing the same challenges. Therefore, a “show and tell” presentation on audience response system options was recommended.
 - e. Lisa Schultheis was thanked for bringing this problem forward and for diligence in trying to find a solution before the increased cost impacts our students. TTF would like to see more presentations like this from faculty and staff, to work together in a cooperative manner, and help find solutions to their technology issues.
4. Review and revision of draft for new Tech Master Plan
 - a. The mission of TTF was discussed and the committee agreed on a name change from the Technology Task Force to the Foothill College Technology Committee (FHTC).
 - i. The name change was based on the transiency of the phase “task force” which suggests that once “tasks” are completed, the committee will no longer be required. The name change to Technology Committee will provide a greater sense of permanence.
 - ii. Additionally, De Anza College’s TTF has also changed their name to Technology Committee. Therefore, uniformity in the names will reinforce cohesiveness between the colleges.
 - iii. It was recommended that the mission statement change the beginning with, “The Foothill College Technology Committee serves to facilitate...”
 - b. Accreditation will be looking for a truly integrated tech master plan. Although the two college plans have traditionally very different content, it will be important to demonstrate how the district is strategically meeting their needs. TTF discussed the planning structure and how it starts at the college level then moves up to the district level. Alignment in the future will also incorporate the district then going back to the colleges with information about what each college wants/needs and any overlap or similarities.
 - c. Strategic Capabilities were divided into four categories that addressed the concerns of those members of the campus community who provided feedback through a survey, Zoom, face-to-face group meeting or in a one-on-one session.
 - d. Goals and objectives were then derived from the strategic capabilities. The goals were discussed as being intentionally broad and vague, but also inspirational. The committee was asked to review the goals and objectives and send input and suggestions to Judy Baker (BakerJudy@fhda.edu). Judy will then consolidate the edits and will share the new draft document through Office 365.
 - e. FHTC and ETAC will model the behavior they would like to see across campus by collaborating with project participants through use of Office 365.
5. Web redesign update
This item was tabled for future discussion.
6. Updates from ETS
This item was tabled for future discussion.
7. Next Meeting
The next FHTC meeting, scheduled for February 25 from 12-1pm, will take place in the conference room near the Foothill Online Learning (FHOL) offices.

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