

# Community College *of* Philadelphia

**Minutes DRAFT**  
Technology Coordinating Committee  
02.15.2017 2:30 p.m.  
**B2-26**

**2016-17 Committee Members Present (P):**

<b>Federation Delegates &amp; Alternates</b>	
Heidi Braunschweig	<b>REMOTE</b>
Will Esposito	
Sarah Iepson	<b>P</b>
Dawn Janich	<b>P</b>
Nikki Karam	<b>P</b>
Amy Lewis	<b>P</b>
Fran Lukacik	<b>P</b>
Craig Nelson	
Sean Sauer	<b>P</b>
Ron Shamwell	
Ed Baker (A)	
Will Miller (A)	<b>P</b>
<b>Administrative Appointees &amp; Alternates:</b>	
Nicole Armezzani	<b>P</b>
Jody Bauer	<b>P</b>
Gary Bixby	
William Bromley	<b>P</b>
S.K. Calkins	<b>P</b>
Pam Carter	<b>P</b>
Ellen Fernberger	<b>P</b>
Susan Hauck	<b>P</b>
Jason Stein	<b>REMOTE</b>
Jameas Zelenak II	<b>P</b>
Rikki Bardzik (A)	
Allan Kobernick (A)	
Gim Lim (A)	<b>P</b> <i>Voting for G. Bixby</i>
Peter Margolis (A)	
Jim Spiewak (A)	

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## Minutes DRAFT

Technology Coordinating Committee

02.15.2017 2:30 p.m.

**B2-26**

- I. Meeting Called to Order at 14:34
- II. Attendance  
*See page 1 of this document.*
- III. Approval of minutes
  - a. Minutes from 12/14/2016  
**ACTION: Approved YES 16, No 0, Abstain 0**
- IV. Business

Thank you for attending today. The January meeting was cancelled.

Jason Stein in on the Phone

Alternate assignments – Gary out – Gim voting for him

**This session is being recorded.**

[https://outlook.office.com/owa/?path=/group/tcc\\_16-17@ccpmail.onmicrosoft.com/files](https://outlook.office.com/owa/?path=/group/tcc_16-17@ccpmail.onmicrosoft.com/files)

Good discussion in December concerning the Plan topics. I am working on the Technology Plan for review for the TCC and the Cabinet.

Last page of December minutes are the questions that arose from the knowledge discussion.

### **Discussion today on Access & Support**

*General discussion about teaching and learning as related to access & support.*

Sue Hauck: Background about the Active Learning Environment

Sue also stated that mobile is important to Teaching & Learning

Summary of Active Learning Classrooms done for this semester: 2 rooms one in CBI and one in Bonnell. First term Fall 2016. Assessment of those rooms is in process now via IR an In Brief. Results will be looking at student outcomes and also reviewing the fact that a course is being taught by the same faculty in an ALC and regular classroom. This review of approximately 150 students should be interesting. Differences were noted between the room environments in these courses.

Q: How were faculty prepped to use the space? One-on-one training – approximately 20 faculty members were trained.

Q: Can you discuss the classroom layouts? See the FLOAT website

<http://www.myccp.online/academic-computing/active-learning-classrooms>

### **Thinking about Access & Support – What kinds of things are lacking in the learning environment?**

Faculty have trouble in resolving ADA issues – in-person & online.

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- *Course design – faculty require knowledge about ADA compliance issues when building course materials.*
- *Faculty are requesting assistance for closed captioning of video.*
- *Can we come up with a list of definitive technology services available to support ADA Compliance in the learning environment?*
- *Perhaps workshops during PD week would be helpful.*

Will reminded us all that we need to keep in mind the technology literacy of our students.

**Q: Will public spaces still be on the radar for improving these areas for access?**

A: Yes, we are looking at increasing the Wi-Fi exposure and also looking at charging stations.

**Printing is and always will be an issue related to copy right infringement. How are we dealing with that issue?**

An RFP is pending for implementation of a print management system. This has the possibility of re-routing large print jobs directly to a queue residing in the Business Services Center. It will also provide for all print jobs to be released from a Release Station via a swipe or login.

**Discussion about the new ILS for July 2017 which will improve compliance.**

A new common area for e-reserves will be available on the new ILS is implemented. The new OER site build was discussed.

**The discussion of the technology competencies within the General Education requirements within each program is being explored to ensure the needs are being met.**

FYE discussion

The New Horizons Report for 2017 Higher Ed version was discussed and will be shared with the committee. <https://www.nmc.org/publication/nmc-horizon-report-2017-higher-education-edition/>

Perhaps the FCTL can be used to profile technology to faculty.

Request for SharePoint training

**The next meeting will be a review of the draft Technology Plan.**

**Meeting adjourned at 4:00.**

V. **Adjourned at 4:00pm**

**Next Meeting Wednesday, March 15, 2017, 2pm in B2-36**