

Technology Management Committee

Year-end report for 2012 - 2013

From: Co-Chair of TMC responsibilities per HRD
#124-CW-19 Release time/supplemental contract

1. Summary report submitted at the end of each term to the Vice Chancellor of Academic and Student Affairs. Done.
2. Co-chair and provide leadership for monthly TMC meetings. Done.
3. Call additional meetings as required to conduct and complete committee business.
 - a. Technology Competency Survey.
ENG completed pre- and post-surveys. Working with IR to complete statistics on the survey results. Ongoing.
 - b. ATP Review sub-committee waiting for final report from the College Brain Trust and the Curriculum Committee on the Academic Master Plan to continue our work.
4. Attend monthly Senate Leadership meetings. Done if not conflicting with the TMC meeting.
5. Attend monthly Senate meetings and provide reports as required. Done.
6. Continue developing, overseeing, implementing an ATP.
 - a. See above on #3b. In progress.
7. Attend and participate in scheduled TLTRs.
 - a. Desire2Learn conference on 3/8/13 at Orchard Ridge. Showcased the new version of D2L. Several other schools attended and D2L sent several representatives from the company, including the President.
8. Oversee functions of standing subcommittees and ad hoc committees.
 - a. Promoting video conferencing use.
 - b. Open source textbooks, mobile learning and e-texts were identified with a few publishers and the OCC bookstore. A survey of students and faculty on their use of e-readers and e-texts was conducted. Results were inconclusive as the sample size was deemed too small. Working with Maria and the bookstores to investigate further.
 - c. OCC portal for students, staff and faculty. Waiting for the project to be funded to proceed. On the project list for fall, 2014 with enrollment services, etc.
 - d. Changing status with the HLC for OCC to offer online degrees. Waiting for direction from Dr. Holcomb.
 - e. Online adjunct evaluations were created and piloted by 20 sections of CIS adjuncts and full-time faculty members at the Royal Oak campus. The data was captured in an Excel spread sheet and was HUGE. Concluded the process was good, but results needed to be manipulated manually and too overwhelming for more than those 20 sections. The



nursing department was invited to attend a meeting to discuss what they have been doing. IR was invited to the same meeting to maybe bring everyone together to facilitate these evaluations. IR concluded they could not help do what was needed. Committee is back to the drawing board for solutions.

- f. A committee to create guidelines for proctoring exams for online courses was formed. Investigating other schools' guidelines at this time. This committee will submit a report and recommendation to TMC to discuss and forward to the Academic Senate.
 - g. Social Media Guidelines committee sent their findings for TMC to review. We gave them some suggestions. The committee will be submitting their proposal soon.
 - h. Other projects are still pending
 - i. Laptop/Ipad/tablet cart
 - ii. "bring your own technology"
 - iii. Supporting Apple products
 - iv. Offering Camtasia in one classroom per campus
 - v. Creating a mobile app for OCC
 - vi. Looking at the Google apps and how we can use them at OCC. Several members attended a Google conference in the fall.
9. Coordinate the dissemination of appropriate committee materials. Done
10. Advisor of TMC to IT. Done.
11. Worked in collaboration with AT for:
- a. Copyright web updated. New copyright contacts were identified, PDTC trained. Uncertain why the Copyright Clearing Center funding was cut.
 - b. TMC web updated
 - c. TMC newsletter now available on the TMC website. Announcement of the newsletter will be sent to Janet Roberts to broadcast to all of OCC.
 - d. Collaborative software (Adobe Connect) licenses were released to interested faculty members. The new version of Desire2Learn will have a collaboration tool included.
 - e. Student orientation for online learning. Ongoing.
 - f. Auburn Hills Campus requested TMC to investigate the feasibility of broadcasting the Academic Senate meetings. An ad hoc committee met to investigate. Many possible solutions were discussed but none were economically or operationally feasible at this time. The equipment at CREST was an option but who would be responsible to move the heavy equipment and operate it? Adobe Connect would not be a good solution as the size of the room Senate is held is too large. It would only be a one-way communication at best. Once again, who would be responsible to operate it?
 - g. TMC had a ReadSpeak demo. This might be an alternative or an addition for accessibility and ADA compliance. ASC department will need to be invited to discuss this software.
 - h. Bob Montgomery gave a presentation on MOOCs. We need to keep this on our radar for OCC. How will this impact our enrollment?
12. Coordinate the dissemination of appropriate committee materials. Done

13. Senate Leadership asked TMC to review the recently released CBT report for OCC. Yes, it affects everyone in other ways, but for TMC as a Committee and our work, the CBT report supported it and recommended TMC to continue under the leadership of the CIO.
14. Elections were held and I, Judy Matteson, was elected as Co-Chair of the TMC for 2013-2014.

Respectfully submitted,

Judy Matteson

June 10, 2013