



Our Mission (Adopted 3/2014)

At Ventura College, we transform students' lives, develop human potential, create an informed citizenry, and serve as the educational and cultural heart of our community. Placing students at the center of their learning experience, we serve a highly diverse student body by providing innovative instruction and student support, focusing on associate degree and certificate completion, transfer, workforce preparation, and basic skills. We are committed to the sustainable continuous improvement of our college and its services.

Advisory Group Charge

The Technology Advisory Group monitors compliance with Accreditation Standard IIIC and provides coordination for the periodic revision for the campus Technology Plan. The Technology Advisory Group is charged with developing and recommending the long-term campus technology plan based on college program review data and the District Technology Plan. It reports and makes recommendations to the Vice President of Business Services and the Budget and Resource Council (BRC). In addition, the Advisory Group reviews the plan annually, makes recommendations for revisions as needed, ranks priority of technology spending based on program review data, and serves as a forum for discussing campus technology issues.

Goals 2015-2016

- 1) Research and develop a digital inventory solution for campus office PC's.
- 2) Develop a transition plan from VHS media to DVD.
- 3) Guide the creation of the 2016-2019 technology master plan for VC.
- 4) Prepare for and assist the 2016 accreditation visit.
- 5) Identify and research emerging technology trends in the education sector.
- 6) Verify pricing and feasibility of all approved program review initiatives.

Ventura College

Technology Advisory Group

Agenda

April 11, 2016

**Campus Center Conference Room
Second Monday of Every Month at 2:30 p.m.**

Agenda Items:

1. Questions regarding previous meeting minutes.
2. Program review update.
3. VHS transition plan update.
4. Accreditation update.
5. 3SP technology refresh project.
6. Other business.

Membership

Executive Sponsor: Tim Harrison -- VP Business Services

Chair: Grant Jones – Technology Support Supervisor

Members: Dave Fuhrmann, Maureen Jacobs, Scot Rabe, Marta De Jesus, Ayanna Gaines, Eric Martinsen, Sharla Fell, Denise Pope, Ken Drake, Yia Vang, Gwen Lewis-Huddleston , Ryan Petitfils, Saliha Sha, Matthew Moore, James Maritato, Tim Harrison, Mike McCain.

Future Meetings:

February 8, 2016

March 14, 2016

April 11, 2016

May 9, 2016

Pending Action Items

- Setup funding for VHS tape transition.
- Explore digital kiosks for 3SP funding.
- Send accreditation standard IIIc for peer review.

VENTURA COLLEGE
DRAFT – Technology Advisory Group
Campus Center Conference Room
March 14, 2016

Present: Grant Jones, Gwen Lewis-Huddleston, Michael McCain, Saliha Sha, Yia Vang

Recorder: Maureen Jacobs

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Previous February 8th Meeting Minutes	Corrections: <ul style="list-style-type: none"> In the Program Review Update: ADD- "We have an additional \$40,000 for redoing the space". ADD: "It was suggested that ASC-120 could have more PC's around the edge of the room so that it could be used for testing." 			
Program Review Update	<ul style="list-style-type: none"> Grant reported that I.T. was down to the last three initiative items. There was discussion regarding LRC and Ceramics receiving portable AV roll up boxes. Gwen asked for one for Art. 			
Develop VHS transition plan	Grant sent a staff email followed by information sent to the deans that he had secured a 20% discount at Dexter's Cameras (805-643-2172) for VHS to DVD conversions.			
Accreditation Update	Grant is working with Tim Harrison and Kim Hoffmans and should be done by this Friday.			
Extend previous Strategic Tech. Master Plan	Grant proposed that we extend our Strategic Technology Master Plan one year. All approved to extend one year and have the next one begin 2017 to align with others.			
3SP Funds	<ul style="list-style-type: none"> Gwen spoke about using 3SP funds to standardize office and I.T. equipment as well as 2 kiosks to provide information for students. She let us know of Ventura College's switch to Canvas from Desire2Learn. We will be able to add more online classes and need to consider hiring more staff. There is online Canvas training in April. Contact Matt or Sharon for registration. 			
Other items	<ul style="list-style-type: none"> Yia let us know that we are getting ready for summer registration. Mike asked if we could change the campus standard from desktop to laptop. Grant replied that laptops have less life span and are easily stolen 			
Action Items from previous meeting	<ul style="list-style-type: none"> Grant was to send a staff email of our new VHS transition plan. This was DONE 3/11/16, copy attached. 			
Next Meetings	<ul style="list-style-type: none"> April 11, 2016 and May 9, 2016 			

Maureen Jacobs

From: Grant Jones
Sent: Thursday, March 10, 2016 4:01 PM
Cc: Tim Harrison; Kimberly Hoffmans; Patricia Ewins; Laura Brower; Olivia Long; Dan Kumpf; David Bransky; Gwendolyn Lewis-Huddleston; Karen Engelsen; Kathleen Schrader; Lynn Wright; Phillip Briggs; Raeann Koerner; Will Cowen; Angeles Rodriguez; Barbara Cogert; Carolyn Allen; Catherine Mundy; Chief Sidnam; Dora Hartman; Eileen Crump; Felicia Torres; Hilda Ruiz; LaDonna Righetti; Laura Hilton; Lynette Young; Maureen Jacobs; Natawni Pringle; Nora Escobedo; Sabrina Canola; Sandy Mason; Sara Murillo; Tammy Wilson; Tricia Bergman
Subject: RE: VHS to Digital Media

Deans,

I have also secured a 20% discount at Dexter's Cameras for VHS to DVD conversions. Any faculty member can mention this email and get the discount if they choose to convert their old VHS tapes with Dexter's Cameras. They are here in Ventura and can be reached at [\(805\) 643-2172](tel:8056432172)

Thanks,

Grant

From: Jenifer Cook
Sent: Thursday, March 10, 2016 3:20 PM
To: AllFacultyFTUsersVC; AllFacultyPTVC
Cc: Grant Jones; Tim Harrison; Kimberly Hoffmans; Patricia Ewins; Laura Brower; Olivia Long; Dan Kumpf; David Bransky; Gwendolyn Lewis-Huddleston; Karen Engelsen; Kathleen Schrader; Lynn Wright; Phillip Briggs; Raeann Koerner; Will Cowen; Angeles Rodriguez; Barbara Cogert; Carolyn Allen; Catherine Mundy; Chief Sidnam; Dora Hartman; Eileen Crump; Felicia Torres; Hilda Ruiz; LaDonna Righetti; Laura Hilton; Lynette Young; Maureen Jacobs; Natawni Pringle; Nora Escobedo; Sabrina Canola; Sandy Mason; Sara Murillo; Tammy Wilson; Tricia Bergman
Subject: FW: VHS to Digital Media

Sent on behalf of Technology Support Services:

Colleagues,

Each year we are improving and upgrading our smart classroom technology on campus. As we move forward to digital learning environments, we are focusing on the future of media that will be used in the classroom setting.

As we upgrade our smart classrooms on campus, the focus of these rooms will center on digital media (DVD, BluRay, Streaming, YouTube, etc). We realize that some instructors are still using VHS tapes for their curriculum and we would like to help with this transition.

To help with this transition to digital media:

- Work with your dean to get your VHS tapes converted or replaced.
- Check for your content that may have already been uploaded to YouTube.

Moving forward, all new smart classroom upgrades at Ventura College will not include VHS tape players. We will continue to support the VHS players that are currently in some of our smart classrooms. But, when they fail they will not be replaced. All DVD's can be played on the existing PC's that are included with each smart classroom.

This new smart class room standard was started in all of the Applied Sciences classrooms. These classrooms do not have VHS tape players, but DVD and Blu-ray players are available.

Thanks in advance for your help during this transition.

Grant Jones
Technology Support Services Supervisor
Ventura College
4667 Telegraph Road
Ventura, CA 93003
805-289-6341