

**Mission College
Technology Committee
End-of-Year Report
Academic Year 2007-2008**



Introduction

As a subcommittee of the Academic Senate, the Mission College Technology Committee is “charged with recommending technology and policy for labs, classrooms, the instructional network, and other instructional technology. The Committee originates budget recommendations, contributes to technology planning, and recommends hardware and software support” ([Technology Committee Mission Statement and By-Laws, 2004](#)). Meeting minutes can be found on *Inside Mission* in PARIS under “Instructional Technology.”

The Technology Committee, working with District IS, the various academic departments, and specifically the Instructional Technology and Services Dept., has been involved in many of the exciting accomplishments that have taken place at Mission College this past year.

The following pages include descriptions of these accomplishments, corresponding with the objectives and activities of the Mission College Technology Plan of 2003-2006. Links to such documents as the by-laws and the current Technology Plan are listed in the References page, and questions or comments can be directed to the co-chairs of the Committee, Helen Sun and Michele Speck. As I step down from co-chairing or chairing this Committee over the last six years, I again would like to extend my gratitude to Darlene Specht for her excellent minutes and for taking care of all of the logistics in facilitating these meetings, and to Mina Jahan, Dean of Information Technology and Services, for her faithful commitment to the College by improving technology infrastructure and services for all.

Pat Hudak, Co-Chair
May 29, 2008

Technology Plan

The current Technology Plan was designed to be a three-year plan for academic years 2003-2006. The Plan has served as the Tech Committee's guide for implementing technology throughout the campus. The Tech Committee laid the groundwork for revising the Plan and recommended the following for the new Technology Plan:



- Focus on improving registration and matriculation, especially for distance learning students
- More emphasis on accessibility throughout the college in physical as well as virtual locations
- Help for students including 24X7 access for distance learning classes
- Service level agreements
- Participation in technology infrastructure decisions for new construction and reconstruction
- Distance learning plan incorporated into Technology Plan
- Emphasis on matching the College's core values and goals more explicitly
- Consistent budget for technology

The new Tech Plan is over 80% completed. It will be presented to the Academic Senate for a final draft in early Fall 2008. As we prepare for the new Technology Plan, it should be mentioned that the Committee directed the accomplishment of nearly 90% of the activities and objectives of the current plan. The more recent accomplishments of the Technology Plan are delineated in the following sections.

Strategic Objective 1: *Enrich the teaching and learning experience by providing appropriate levels of technology for students and faculty in classrooms and laboratories*

Activity 1—Creation of Electronic Presentation Rooms (aka Smart Classrooms)



As more Mission College instructors utilize technology for instruction and as more textbooks include technology mediated curriculum, the need for smart classrooms continues to increase. To meet this need, the Technology Committee has given the highest priority to improving and increasing the number of smart classrooms. Furthermore, Helen Sun, co-chair of the Technology Committee, wrote a Land Corp proposal this year to add nine new smart classrooms. Although the proposal, like all Land Corp proposals,

was not funded this year due to District budget issues, the Tech Committee will endeavor to place smart classrooms as the highest priority for funding. Moreover, the Committee will

continue to review smart classroom and learning space design in the existing buildings as well as in future new buildings.

Activity 2—Maintain currency of instructional labs

The Technology Committee recommended that the college upgrade a number of instructional computer labs and smart classrooms. CBAC approved the Committee's recommendations, and the following labs have been or are being upgraded by the Instructional Technology and Services (IT&S) Dept. with new computers, software, printers and/or LCD projectors and printers.



- E2-303—CA computer lab—new PCs (summer 07)
- Technology Center--new iMacs and PCs (summer 07)
- LATC—new PCs and software (summer 07)
- Music Lab—new PCs, audio hardware and software (summer 07)
- New PCs for LVN lab and classroom (summer 07)
- AutoCAD lab—new software, electrical/data infrastructure and computers (summer 08)
- New servers for Mission College website, Unix and AutoCAD labs
- Unix lab—new workstations and OS (summer 08)
- Library—new PCs (summers 07 and 08)
- Replacement of 10 laser jet printers in computer labs
- Replacement of 10 LCD projectors in smart classrooms and computer labs
- Wireless laptops for Biology and Chemistry courses (summers 07 and 08)
- New ADA compliant Kiosks for A&R and Campus Center (Spring 2008)

Moreover, through the expert management of Randy Wu of the IT&S Dept. there is a state of the art LVN to RN nursing lab, complete with video capturing and simulation technologies. The lab will host its first students starting on June 2, 2008. Moreover, Fire Technology has provided funding to create a new smart classroom in W1-602. This will be completed this summer.

Land Corp funded technology projects included LANDesk, a software management program that will be used by the IT&S Dept. to inventory, provide patches, and remotely manage the nearly 1200 instructional PCs and Macs at Mission.

As funding for instructional equipment has been cut severely, the Committee is looking for cost-saving measures to refresh the instructional labs. One possible solution may be [NComputing](#), which could reduce the cost of refreshing a computer lab by over 75%. NComputing is being used across colleges and universities throughout the world. The IT&S Dept. will be getting a test machine from NComputing this summer.

Activity 3 – Provide technical support and staffing for instructional labs

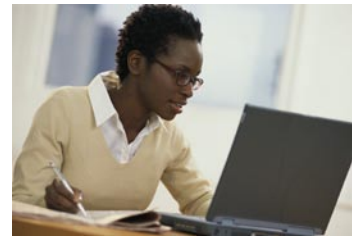


The IT&S Dept. continues to utilize help desk software for instructional computing support. For any instructional support issue, please email the IT&S help desk at mctechhelp@wvm.edu. In fall 2008, the IT&S department plans to offer more live help desk support. For faculty and staff computer support, please continue to call the IS Help Desk at ext. 2696.

As the College grows in its dependence on technology in the instructional areas, commensurate staffing will be needed to meet this demand. The Technology Committee remains a firm advocate of increased staffing and funding in the area of technical support.

Activity 4--Provide wireless Internet access for students

Mission College has become a wireless campus at the key points of gathering—Campus Center and Cafeteria, center space in the main building, and the library. Wireless is also available on the third floor of the main building and in the biology classrooms on second floor of the science building.



To use the wireless network, please do the following:

- 1) Connect to the **WVM-Wi-Fi** network
- 2) At the browser window, fill in the following:
 - Username: **guest**
 - Password: **wireless**

Strategic Objective 2: *Empower faculty and staff to use technology by providing reliable network services, training, and support that meet or exceed State Total Cost of Ownership guidelines.*

Activity 1 – Develop a comprehensive faculty and staff Technology Resource Center



A number of brown bags and two Boot Camps have been conducted this year to help faculty learn more about Angel functionality, Office 2007 and creating podcasts, video, audio recordings, and interactive presentations (via PowerPoint, iLife and Articulate) to enhance their courses. For more information on enhancing your course using various technology resources, please contact Curtis Pembroke of the IT&S Dept. at extension 5275.

Activity 3—Maintain currency of faculty and staff computers



Because of consistent prioritization by the Tech Committee and a commitment to improving faculty and staff computers by IT&S and IS, the College has upgraded even more of the faculty and staff PCs and Macs on campus. A comprehensive inventory of all faculty and staff computers has resulted in identifying computers which follow below District standards in software and hardware. This translates to a decrease in the average desktop age from 4.42 years in 2005 to 2.38 years in Feb. 2008. The departments have worked together with the Tech Committee on revising minimum desktop computer standards as well.

Strategic Objective 3: *Maintain and enhance the technological capabilities of Mission College*

Activity 2—Maintain a significant distance learning program

Distance Learning and web enhanced courses continue to grow at Mission College. Now in our third year of having Angel as our Course Management System (CMS), more and more faculty has been utilizing Angel in their courses. Cindy Vinson and Curtis Pembroke continued to offer workshops as well as individual and group training. More information about distance learning can be found at <http://salsa.missioncollege.org/distancelearning/>.



The Distance Learning Web site has been redesigned to better meet the needs of students and faculty. The new site is located at <http://www.missioncollege.org/distlearn/>.



Although usage of turnitin[®] wasn't as strong as expected, there is still a core group of faculty enjoying the presence of this anti-plagiarism software. There is still a need, however, to identify continued funding and ongoing support and training for this application. Please contact Pat Hudak, if you are interested in getting an account in turnitin[®].

Strategic Objective 4: *Facilitate technological access of information to foster student, faculty, and staff success.*

Activity 2—Maintain and upgrade Mission College Website

The College community has benefited from the continuous creative updates of the Mission College website. The Committee acknowledges the talent and hard work of Ken Oda, the College's webmaster. Of course, the link to our site is <http://www.missioncollege.org>.



Ken has also been part of a District Committee charged with the installation of a new Content Management System called Ektron. Ektron will allow departments and faculty to more easily create new and enhance existing websites. Ektron implementation will be conducted over the summer and fall semesters.

Strategic Objective 6: *Evaluate and recommend a College budget process that will ensure the successful implementation of this technology plan.*



CBAC designates the Tech Committee to prioritize all college technology requests. It is still the desire of the Tech Committee to see that there is a consistent allocation of funds for technology at the College, including baselines for instructional computer lab upgrades, faculty and staff desktops, and technical support.

Challenges and Opportunities

As the College faces enrolment and budget challenges in the new few years, the Technology Committee has determined that the new Tech plan concentrate on two primary areas: **student enrollment** and **student retention**. This focus translates into looking for creative and alternative funding for the development and/or improvement of smart classrooms, online registration, computer labs, distance learning courses, broadcasting, streaming media, wireless expansion, desktop computing, and tech support.



Our meetings for the fall will be on the second and fourth Tuesdays, 12:30-2:00 in TAV 130. The Committee depends on Division representation, so please consider serving on this important committee to provide your input into Mission College's technological decisions for the future.

References

2006-2007 Technology Committee End-of-Year Report

<http://salsa.missioncollege.org/files/hudak/techcommendofyear0607.doc>

Ektron

<http://www.ektron.com/index.aspx>

Mission Statement and By-Laws

<http://salsa.missioncollege.org/files/hudak/missionstatementbylaws.doc>

NComputing

<http://www.ncomputing.com/>

Technology Plan of Mission College

<http://salsa.missioncollege.org/files/hudak/techplan20032006.doc>