

## 9.8.21 Technology committee meeting Notes

HyFlex Action Plan Notes:

The PD Coordinators met last week to check in and begin planning for October and January flex days and have some questions around Hybrid and HyFlex.

As we're looking to plan PD that will prepare faculty for coming back to campus in the spring, the issue of the use and misuse of the terms Hybrid and HyFlex came up. The consensus among us is that we'd like to **get out ahead of more confusion with these terms by having them defined at the district level** for everyone. Maybe this is already on the District Academic Senate's radar? If not, while we believe the terms should be defined for everyone, we'd like to recommend the conversation start at the District Academic Senate as these are technically instructional concepts. We're happy to have PD representation at any upcoming meetings to discuss this further. We also have some helpful resources from other colleges to share.

### Strategic Plan:

Plan Objective #1: Develop and implement community-informed strategies to improve the technology experience at Cañada for faculty, staff and students.

#### Actions

1. Adjunct faculty tech needs
2. Develop technology guidance for engaging students via cameras and microphones
3. Put together a list of labs on campus for students
4. Administer Student and Staff & Faculty Technology Surveys

Plan Objective #2: Assess technology needs related to college operation adjustments in the wake of COVID-19 and provide technology recommendations to the College.

1. Develop critical questions related to upcoming changes to college operations and class modalities and research answers.
2. Assess students, staff and faculty readiness to switch to different work and course modalities
3. Assess facility and technology capabilities in terms of supporting changes to modalities
4. Put together recommendations for technology to facilitate different modalities.

Plan Objective #3: Implement Technology Refresh Process and improve communication and dialogue around technology with the campus community

1. Implement Technology Refresh Process
2. Develop strategies to communicate better with the campus community, answer questions and receive feedback.
3. Continue revising and improving the Technology Committee Bylaws.

### Multi-Modal Teaching Taskforce setup

- Plan is to combine DEAC and Tech Comm to create task force membership.

### Possible members:

- Jose P, Div Assts, Hyla, ASCC/Stu Rep's (try for range of stu experiences, not just tech savvy), 1 fac from each division, also lab people, Ray Lapuz - S&T
- Ami Smith

### Feedback from summer

- Needs to be another person in the space, either SIL/EPIC Leader or co-teacher to field online input and participation and support primary instructor
- Requires redesign of curriculum to align with this modality

### For next meeting/Action Items

- Mary will work with Ray from ITS on the list, total \$ that will be spent this semester.
- Reach out to ASCC for stu membership in MM TF, they provide stipends for stu's and should be leading the process. Go to their meeting to ask - get on ASCC agenda
- [https://docs.google.com/document/d/1TL8\\_ST91kEY7IsJsLKIF7Gjt7JCNft20jd9AIBMgnUK/edit?usp=sharing](https://docs.google.com/document/d/1TL8_ST91kEY7IsJsLKIF7Gjt7JCNft20jd9AIBMgnUK/edit?usp=sharing)