Standard IIIC – Mid-term Report Team Meeting

Meeting: September 24, 2014 4:00-5:00pm
Attendees: Bill Moseley, Scott Peat, Kimberly Bligh, Kristin Rabe, Richard Marquez, Todd Coston, Leah Carter

Meeting Summary

We spent the first part of the meeting with a brief overview of what we've been since doing the 2012 Self Evaluation. We discussed the self-evaluation, the recommendation we received from the visiting team, the response to the recommendation, and then the follow-up visit.

Next we reviewed each of the five standards for Standard IIIC and brainstormed types of evidence we could use to prove we are doing the work of each standard. Here is what we came up with for potential evidence:

Standard III.C.1

- Annual Technology Survey
- Program Review – Annual Update
- IT Helpdesk tickets
- Notes from technology committee (ISIT)
- Educational Master Plan/Technology Plan

Standard III.C.2

- Program Review
- IT Inventory
- Budget – show increases for Hardware Replacement
- Technology Plan
- Technology items purchased with Grant monies (VTEA, C6, BSI, STEM, SSSP, Equity, One-time, etc.)

Standard III.C.3

- Privacy, FERPA, other compliance type legal requirements
- Existing policies
- Contract process – contracts require FERPA, 508, etc. compliance
- Reliable access – connectivity uptime
- New Security position at DO
- End User education – Email from IT Director regarding phishing/spam/etc.
- All computers require login to access.
- Employee computers require login after 15 minutes.

Standard III.C.4

- List of Staff Development activities
- TIPD site

- List of brown bag sessions done by Bill M.
- Tech Conference
- Program Review – Professional Dev section
- InsideBC – Links to support material, help desk.
- Staff Development web site

Standard III.C.5
- Video caption policy
- ADA/508 compliance
- FERPA
- New technology is reviewed by tech committee
- Accessibility – JAWS, braille systems, etc.

One point of interest was the new Standard III.C.5 which says, "The institution has policies and procedures that guide the appropriate use of technology in the teaching and learning processes." After some discussion about what this really means, , we interpreted "appropriate use of technology" to mean compliance with accessibility requirements , e.g. captioning, rather than telling instructors how to use technology in their classrooms

Action Items:
Team members will login and become familiar with the Accreditation SharePoint site (https://spt.kccd.edu/bc-accreditation). Also, Todd and Kristin will start pulling evidence into SharePoint for review by the team.

Next Meeting: October 6th immediately after the ISIT committee 4:00-5:00pm