

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT
INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE (ITAC)**

MEETING NOTES

APRIL 19, 2018 – 1:00 p.m. to 2:00 p.m.

VIDEO CONFERENCE - CUYAMACA I-107 & GROSSMONT DISTANCE ED ROOM

ATTENDEES – Angela Nesta, Debbi Smith, Janet Gelb, Jodi Reed & Rhonda Bauerlein

Topics

1. Approve Minutes of the March 15, 2018 meeting-<https://intranet.gcccd.edu/itac/default.html> – Tabled until the next meeting.
2. Cuyamaca CTC Report - Topics discussed at the recent CTC Meeting included accessibility and the Windows 10 software request form and process. Technology requests ranking was finalized and will now go to the Cuyamaca College Council.
3. Grossmont TTLC Report – No meeting last month.
4. District Report- None.
5. Windows 10 Software Request Form – Jodi has been working on [clarifying the process for Windows 10 software requests](#). Janet shared faculty concerns. Some teachers think that instruction will be hampered by not being able to install instructional apps quickly. The group agreed that communication needs to be clear and thoughtful, and systems need to be set up to make sure all are able to do their jobs. Angela suggested that it would be helpful to post a list of apps installed on all computers. There is a need to inform and train faculty.
6. Technology Planning: Off-Cycle Requests – The Online Course Evaluation off-cycle request will go to TCC today. Janet will present the recommendation (EvaluationKit), process, cost, support required, and details about the pilot. Jodi reported that the Cornerstone Professional Development Management System will go to CTC in May. Grossmont reported faculty interest in Respondus and they will work on the off-cycle process with the LTR Dean and VPI.
7. Canvas – Vericite was purchased by TurnItIn. Everyone is waiting for details from OEI.
8. [Charge & Composition](#) –Tabled until the next meeting.
9. Accessibility – Tabled until the next meeting.

Other

1. Next Meeting: May 17, 2018.