

**High Tech Center Training Unit  
Minutes of the Advisory Committee Meeting  
Friday, January 25, 2013**

**High Tech Center Training Unit of the California Community College @ De Anza**

**Members Present:**

Gaeir Dietrich	HTCTU Director	in person
Scott Valverde	Chancellor's Office Rep	in person
Carl Fielden (Committee Chair)	Region 10	in person
Roberto Gonzalez	Region 3	in person
Kathleen Allen	Region 4	in person
Danielle Westmoreland	Region 1	Teleconference
Rick Carnahan	Region 6	Teleconference
Tina Anderson-Wahlberg	Region 7	Teleconference
Palak Patel	Region 8	Teleconference
Linda Pugliese	Region 9	Teleconference
Jeff Baugher	ATPC Rep	Teleconference
Andrew Blackwelder	Student Senate Rep	Teleconference

**Also Present Were:**

Laurie Vasquez	ETAC Representative	Teleconference
Lea Herman-Rakoff	Learning Ally Rep	Teleconference
Stacey Cook	VP Student Services	in person
Joe Moreau	Vice Chancellor Technology	in person
Chelle Ellis	Support Staff CCCCCO	in person
Jayme Johnson	HTCTU Faculty	in person
Jasper Haze	HTCTU Secretary	in person

**Members Absent:**

Thad Selmants	Region 2
Nancee Carrillo-Reyes	Region 5
Janice Emerzian	CAPED Rep

Carl Fielden, committee chairman, called the meeting to order at 10:00am. Kathleen Allen motioned to approve the September 28, 2012 minutes which was seconded and carried. Jasper Haze, HTCTU secretary, recorded the minutes.

**Old Business**

**Alternate Media Survey**

The survey successfully polled 74 responses. The data obtained showed the majority of campuses have one person acting as both the alternate media specialist and the high tech center specialist. It also showed that not very many people utilize the AMX Database and that there is a significant need for distance education training and assistive technology training. For more comprehensive results or if you have questions please contact Gaeir Dietrich.

**VRC Survey**

Face to face focus groups were conducted at the Veteran's Summit in Redwood City, at Cerritos College, and at Grossmont College polling a total of about 250 to 300 veterans. Dr. Wayne

Miller is compiling the data collected to find out how we can better direct our resources and services to most effectively help veterans.

#### **Technology for Alternate Instructional Materials (Sensus)**

TAIM is the name for the tool being devised to provide materials on demand in various automated formats. The hardware for this new initiative is currently underway. Project completion date is set for around June 2013.

#### **New Business**

##### **SideKick Collaborative**

SideKick is a project dedicated to funneling all grants and resources available to CCC faculty and staff onto one webpage. Phase two of the project will include instructional materials and videos.

##### **ATPC Update**—Jeff Baugher reported

Mike Bastine is on administrative leave. The ATPC is going through an efficiency review and keeping very busy with their daily 100 to 150 book requests. The ATPC appreciates all the constructive feedback it has received about their files and greatly encourages more of it.

##### **Director/Alternate Media Update**—Gaeir Dietrich reported

The HTCTU grant has been renewed for the next five years.

Directors of purchasing and IT must be on board with Section 504/508 in order to ensure the mainstreaming of accessibility, universal design, and so they understand the benefits it will have to all students who struggle with new learning technology.

##### **ETAC Update**—Laurie Vasquez reported

She has been working with Lea Herman-Rakoff to raise awareness about Learning Ally and its many benefits. In the 2013-2014 proposed state budget the three elements that relate to distance education are the creation of a virtual campus to increase statewide student access to 250 new courses delivered through technology, the creation of a single common and centralized delivery and support infrastructure for all courses delivered through technology and for all colleges, and the expansion of options for students to access instruction and other environments to earn college credit.

##### **Learning Ally**—Lea Herman-Rakoff presented

Learning Ally is a vast audio textbook library. Each book is recorded using a human voice. Students must be certified as having print disabilities in order to gain access to the library. The Learning Ally audio app allows students to download their device onto their mobile devices. Teacher Ally is a tool that allows instructors and Alt Media Specialists to create and administer student accounts. Each College district has been assigned an Admin account which can be used to create student and teacher accounts, whereby teachers can add books to student bookshelves. Each student also has access to MAC and PC reading software. To learn more about Learning Ally please visit [www.learningally.org](http://www.learningally.org).

##### **Chancellor's Office Update**—Scott Valverde reported

The Chancellor's Office has convened a Disabilities Policy Work Group to provide input and gather information in order to come up with an action plan to make significant changes to how DSPS funding is operated and implemented. The first part of this action plan is to agree on the guidelines and procedures for what determines eligibility. The second part is to address the allocation and transparency of funds distributed across the campuses within DSPS. The third is to utilize the information from the now mandated tests for fiscal compliance across each of the campuses within DSPS. This project is only

in its beginning stages but through this initial field input there will be proper strategies created in moving forward.

**HTCTU Activities Update**—Jayme Johnson reported

Twenty licenses of Compliance Sheriff/SharePoint were purchased. Campuses who are interested in obtaining a license will have to apply and compete against other campuses in order to be considered. For more information on the application process please contact Jayme Johnson. The HTCTU is now underway with rolling out the Sensus Access Project (TAIM) which should be made available to campuses soon. HTCTU Web resources are being updated and made more effective now that Comcast is fully functional and available.

**Regional Updates**

- Region 1—Danielle Westmoreland reported
  - Her college will be acquiring new software for the labs.
- Region 3—Roberto Gonzalez reported
  - With the passage of Prop 30, several classes have been added.
- Region 4—Kathleen Allen reported
  - Supernova wasn't as effective as Jaws at her campus.
- Region 6—Rick Carnahan reported
  - Is excited about getting his college to use Learning Ally.
- Region 7—Tina Anderson-Wahlberg reported
  - No Update
- Region 8—Palak Patel reported
  - Her college is increasing the usage of Learning Ally.
- Region 9—Linda Pugliese reported
  - Is starting a club on her campus for veterans. Her campus has a new interim director, Joanne Garcia.
- Region 10—Carl Fielden reported
  - No Update
- CAPED Update— On behalf of Dr. Janice Emerzian, Gaeir Dietrich reported
  - This years' legal training is set to take place in Santa Barbara during late spring. At the last legal training 125 people attended.
- Student Senate Rep—Andrew Blackwelder
  - Planning a March-in-March on March 4<sup>th</sup> in Sacramento to speak about legislation that affects students. The next statewide student senate meeting will take place on April 13-14 of this year.

**Adjournment**

Meeting ended at 4:30pm

Next meeting set for Friday, May 10, 2013