

**High Tech Center Training Unit
Minutes of the Advisory Committee Meeting
Monday, June 15, 2015**

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

Members Present:

Gaeir Dietrich	HTCTU Director	in person
David Lawrence	Chancellor's Office Rep	in person
Thad Selmants	Region 2	Teleconference
Roberto Gonzalez	Region 3	in person
Kathleen Allen	Region 4	Teleconference
Joseph Polizzotto	Region 5	Teleconference
Rick Carnahan	Region 6	Teleconference
Philip Tran	Region 8	Teleconference
Dr. Janice Emerzian	CAPED Rep	in person

Also Present Were:

Scott Valverde	Chancellor's Office Rep	in person
Laurie Vasquez	Distance Education Rep	in person
Jayne Johnson	OEI Rep	in person
Stacey Shears	Dean of DSPPS @ De Anza	in person
Sirisha Pingali	FHDA Grants Monitor	in person
Jasper Haze	HTCTU Admin Assistant	in person

Members Absent:

Danielle Westmoreland	Region 1	Absent
Linda Pugliese	Region 9	Absent
Tina Anderson-Wahlberg	Region 7	Absent
Carl Fielden (Committee Chair)	Region 10	Absent
Jeff Baugher	ATPC Rep	Absent
John Noyola	Student Senate Rep	Absent

The Director, Gaeir Dietrich, called the meeting to order at 10:18am. Ms. Dietrich motioned to approve the February 06, 2015 minutes which was seconded and carried. Jasper Haze, HTCTU Admin Asst., recorded the minutes.

Old Business

The HTCTU is in the process of receiving approval to hire two classified staff members. These twelve month positions will be training technicians in the areas of alternate media/assistive technology and web/digital media. The anticipated post date will be sometime in July making the anticipated interview date sometime in September. The HTCTU will push out announcements on their listservs and through various online channels.

Online Education Initiative

[OEI Updates from Pat James](#)

Jayne Johnson, OEI Accessibility Director, has been provided a working group to collaborate with and troubleshoot accessibility ideas. This work group will act as a governance body and serve as a think tank for solutions by testing, comparing notes, analyzing, and facilitating the work necessary to accomplish accessibility. Mr. Johnson is looking into reaching out to other organizations to ensure further distribution and opinions.

Eight colleges are involved in a pilot program in which a small course exchange system will be shared and utilized. This online education program will help provide valuable input and data on accessibility support and educational needs for the future scaling of a larger structure.

The online readiness project has had a rough start. The first attempt was not completely accessible or interactive. A test only version and a flash version will be available this summer.

The remote tutoring project is in the works. The OEI is working with LSI on building an accessible tutor platform in which the student will be able to save the session as a digital document.

The full launch pilot course exchange is underway. Eight DSPS directors are working with Mr. Johnson to figure out a system and business plan that would enable a student to enroll in different courses at different colleges. This will include a lot of programming and developing.

California Community College Chancellor's Office

David Lawrence, CCCC Veteran Services Specialist, is the new CCCC grant monitor for the HTCTU. Scott Valverde will be guiding and assisting Mr. Lawrence during the transition. Mr. Lawrence has an extensive amount of grant monitoring experience and knowledge and looks forward to the challenges and opportunities ahead while working with the HTCTU.

Currently their office is fully staffed. Denise Noland is the interim Vice Chancellor of Student Services. Rhonda Mohr is Dean of DSPS, Vet Services, Health Services, Mental Health, and Financial Aid. Scott Berenson, Scott Valverde, and David Lawrence are the DSPS specialists. Chelle Ellenberger is the Office Assistant. They are looking into hiring for a new dean position in student services. Also, their legal department is understaffed and they are looking to fill those positions as well.

The May revise of the state budget was released which included an increase of a 1.1% COLA taking the budget from \$114.2 million to \$115.4 million. Over the summer they will be working on the allocation apportionments for FY15-16.

Proposed changes to the Title V Regulations were presented to Consultation Counsel in January. The Consultation Counsel responded to those changes with feedback that was primarily fiscally focused but also included program level concerns and semantic issues. Revisions were made and resubmitted. They hope to hear back soon from Consultation Counsel.

Two changes are being proposed to the allocation formula. The first is to base funding on the prior-year data. This would allow allocations to be received quicker and would also decrease the 95% minimum advance to 90%. The second is to revise how College Effort is calculated. Currently College Effort is valued proportionally whereby the district's contribution to the DSPS program is based on a percentage of the entire college effort of the college. The proposed change would be to calculate College Effort by taking the district contribution as a percent of the total college DSPS budget which would make the funding more equitable and would rank the colleges based on their College Effort.

The new technical assistance provider is [San Diego State Research Foundation Interwork Institute](#). They have been working on the transition with the Galvin Group and Scott Berenson / Scott Valverde. The program consists of a Director, IT technician, and six staffers.

Clovis Community College located in Fresno, CA has joined the California Community College system increasing the total number of colleges to 113.

They are looking into doing a system wide feasibility study on video remote interpreting (VRI) with the goal of centralizing this resource and creating a substantial repository. This study will help answer what the existing resources are, which District could be a host site, and what technical and programing needs would be involved.

New Business

The AMX Database and the CSU CAM Database will be teaming up to create the AIMHub. This resource will be free to the California Community Colleges.

Suggestions of objectives to include into the 2015-2016 HTCTU work plan were:

1. Collect data and compose detailed reports that illustrate what happens after trainings and conference presentations as a means of documenting the effectiveness, benefits, and deliverables of all HTCTU activities.
2. Create and implement strong policies and procedures that strengthen the reviewing, updating, and archiving process of training manuals and conference presentations.
3. The collaboration with the CSUs to combine resources and create the AIMHub.
4. Include the use of new and emerging technologies into the operations of the program in order to stay ahead and innovative while at the same time promoting accessibility.
5. Utilize students to test and evaluate software and assistive technology in order to compile valuable user data and research on accessibility from students with disabilities.

The Veteran's Advisory Group is working with Ms. Dietrich on creating sub grants for campuses to help them write project plans for their existing VRC or a new VRC. The campuses who choose to participate in these sub grants will receive a yearlong site license for Sonocent Audio Notetaker.

CAPED

The 2015 [CAPED Convention](#) will take place in San Diego this October. Paul Grossman and Gaier Dietrich will be conducting a legal workshop.

Regional and Affiliates Updates

- Region 1—Danielle Westmoreland—no report
- Region 2—Thad Selmants—no report
- Region 3—Roberto Gonzalez—the two day ADA Symposium presentation that Ms. Dietrich delivered at UC Berkeley was a huge hit and well received. This event was in collaboration with UC Berkeley and Berkeley City College.
- Region 4—Kathleen Allen—no report
- Region 5—Joseph Polizzotto—the next AT CIG Webinar will take place June 23rd. Thad Selmants, Shawn Jordison, Ken Sawicki, Joshua Hori, and Mr. Polizzotto will conduct a preconference at CAPED on cloud services, notetaking, and text to speech.
- Region 6—Rick Carnahan—no report
- Region 7—Tina Anderson-Wahlberg—no report
- Region 8—Philip Tran—no report
- Region 9—Linda Pugliese—no report
- Region 10—Carl Fielden—no report
- Student Senate—John Noyola—no report

Adjournment

Meeting ended at 4:40pm

Next meeting set for **TBD**