Technology Management Committee

Year-end report for 2014-2015

From: Co-Chair of TMC responsibilities per HRD #144-CW-05 Release time/supplemental contract

1. Summary report submitted at the end of each term to the Vice Chancellor of Academic and Student Affairs. Done.
2. Co-chair and provide leadership for monthly TMC meetings. Done.
3. Call additional meetings as required to conduct and complete committee business.
   a. Distance Learning sub-committee to change OCC's status with the Higher Learning Commission to offer online degrees. Ongoing.
   b. ATP Review sub-committee – see #6 below
   c. Worked with Marketing to move the TMC webpages into Infomart.
   d. Met with Mary Ann Sheble and Miko Dawson about proctoring online testing.
   e. Attended standardization meeting for online learning with Kayla LeBlanc and Kelly Hyduk. Identified best practices for the new look of D2L. Working on standardized modularization of course work within D2L. Ongoing.
   f. Met with sub-committee to update the Online Worksheet. Ongoing.
   g. Advisor of TMC to IT. Done as well as attending the IT Advisory Committee meetings.
   h. Cathey Maze requested TMC review and update the TAUR agreement. Ongoing.
   i. Cathey Maze requested TMC to review needs for new Scantron machines at the campuses, and then identify what would be needed. Ongoing.
4. Attend monthly Senate Leadership meetings.
   a. Done if not conflicting with the TMC meeting.
   b. Senate requested TMC to identify Dean representation. Nancy Wong, Dennis Chioniere, and Tom Hendricks have agreed to attend TMC and represent us at the Dean's meetings.
5. Attend monthly Senate meetings and provide reports as required. Done.
6. Continue developing, overseeing, implementing an ATP.
   a. The two ATP tasks were to find a standard for the tech stations and to create the TLTC rooms at all campuses. These two tasks have been completed.
   b. The tech station standards have been revised several times throughout the years as technology has changed and the need to specific technology has changed.
   c. The TLTC rooms at all campuses are now in jeopardy as each campus is experiencing room constraints. Usage data was collected from all of the computers in the TLTC's on each campus. A report was made to the Academic Senate in October, 2014.
7. Attend and participate in scheduled TLTRs.
   a. Innovations showcase was held on April 17, 2015. We had several internal speakers and two external speakers at the Auburn Hills campus. Topics included copyright law, fooducate, clickers, and a demonstration of the new student orientation to Desire2Learn.
8. Oversee functions of standing subcommittees and ad hoc committees.
   a. Online adjunct evaluations are needed. The nursing department needs to continually assess their students for accreditation. Class Climate was identified as the software to help in this area. Ongoing.

    b. A committee to create guidelines for proctoring exams for online courses was formed. Stacy Charlesbois-Nordan created a draft of procedures. These can be found on the TMC website. This document will be considered again when OCC requests a change in status with the HLC to offer online degrees.

9. Other projects are still pending
    a. Creating a mobile app for OCC
    b. Senate Leadership asked TMC to identify a way to broadcast Academic Senate meetings. Zoom was suggested. Zoom is still in pilot phase.
    c. TMC web pages were updated and brought into the Infomart area.
    d. TMC newsletter now available on the TMC website. Announcement of the newsletter will be sent to Janet Roberts to broadcast to all of OCC.
    e. Identify how D2L course sites are ADA accessible.
    f. Mandatory training for students for online learning, as well as D2L
    g. Mandatory training for Instructors for online learning, as well as D2L.
    h. Is OCC TEACH Act compliant? Ongoing.
10. Coordinate the dissemination of appropriate committee materials. Done
11. Elections were held and I, Judy Matteson, was elected as Co-Chair of the TMC for 2015-2016.

Respectfully submitted on May 26, 2015

Judy Matteson