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CUYAMACA COLLEGE

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Technology Plan

2008-2009

Instructional Technology Council

Technology Plan Committee:

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Cuyamaca College
Technology Plan
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This year, the Technology Plan Committee was able to provide solutions satisfying all requests for technology that received both a “1” ranking by the Academic Master Plan and were appropriate for Tech Plan funding (see Appendix B for more information). This was made possible with assistance from the Title III grant, and the new building funds available for Communication Arts and the Science/Technology Center.

Parting with past practice, a brief summary of the funded computer technology requested by department is presented below. The traditional spreadsheet providing itemized details is attached at the end of this document as Appendix A.

Art: Nothing requested.

Automotive Technology: Replacement computers were requested for 8 rollaway carts that currently use old P3 computers. This request is to be satisfied with P4, 1.8 GHz computers being replaced in the CIS departments. The plan will purchase memory upgrades and new monitors as well as a laser printer. (\$2,965)

Business & Professional Studies: An annual MSDN Academic Alliance agreement which allows students to receive a number of Microsoft software packages for the cost of shipping the software. This was funded. (\$500)

Business and Office Technology: One of the two open entry open exit computer labs in BOT needs computer replacements that can support Office 2007 and Vista. This is to be accomplished by moving the computers now in the CADD classroom (plus two more) into this room. The monitors will not be changed unless there is sufficient savings left over once all purchases are finalized.

CADD: In order to run the new version of CADD software and keep in step with industry, the computer lab needed to be upgraded to new high end computers and the annual software subscription purchased. This was a priority of the committee because it had huge impact on the ability to carry out instruction so was fully funded. (\$55,132.44)

Child Development: Nothing requested.

Communication Arts - ASL: Nothing requested.

Communication Arts - ESL: Nothing requested.

Communication Arts - English: Nothing requested.

Communication Arts - Reading: Nothing requested.

Communication Arts - Speech: Nothing requested.

Computer & Information Science: CIS had many technology needs in this year’s funding cycle but were very creative with the use of Science/Technology Center new building funds. They voluntarily withdrew requests for all but an MSDN Academic Alliance license, a Smartnet

contract for their CISCO equipment, VMWare license to support their operating system classes, and some minor items to bolster the CISCO lab. (\$2,300)

Environmental Health and Safety Management: EHSM needed two printers, software, and a TV – DVD/VHS set up to support learning. All of these were funded. (\$932)

Foreign Languages: Spanish is offering a hybrid course with the idea of a fully online Spanish course next year. To support their concern that learning a language requires both audio and visual communication, they requested Camtasia and Wimba software, both of which will be funded through Title III. Additionally they need a smart classroom established in their newly acquired classroom. Title III is purchasing the data projector for this room and the technology fund is picking up the other costs. (\$10,742)

Graphic Design: Like CIS, this department resolved to fund its needs through the remaining new building funds associated with the Science Technology Center.

History, Social, and Behavioral Sciences: These disciplines rely heavily upon smart classroom technology and requested upgrades and replacements for a variety of items. In F 507, they need a complete new set of smart equipment. All of their requests were funded, with Title III picking up the replacement of a data projector. (\$7,654)

Humanities and Performing Arts: A second digital piano lab with 16 new computers was requested. If needed, this request will be funded with Communication Arts building funds.

Instruction/Tutoring: Nothing requested.

Learning Resources/Library: A copy of Camtasia and a microphone and headset were funded to provide the tools necessary to enhance library instruction online. Additionally, a new computer was funded for the Library Instruction Lab (LIL).

Learning Resources/Computer Labs: Nothing requested.

Mathematics: This department also relies heavily upon smart classroom technology and requested a variety of upgrades and replacements for these systems. All requests and an annual renewal for Minitab were approved. (\$4,733)

Ornamental Horticulture: Two curriculum support computers were requested as was a document camera and a portable data projector to support marketing presentations. A projector was purchased by department funds earlier in the year, so that need has been settled; all other items were funded. (\$4,172)

Personal Development Counseling/ Personal Development: Twenty laptops were requested to provide a lab classroom environment for periodic room in PDC classes. The committee recommends that existing classroom labs be utilized as well as the Library Instruction Lab.

Science & Engineering/Astronomy: Requests satisfied with Science Technology Center funds.

Science & Engineering/Biology: Requests satisfied with Science Technology Center funds.

Science & Engineering/Chemistry: Requests satisfied with Science Technology Center funds.

Science & Engineering/ Earth Sciences: Eight additional laptop computers for classroom use to support new classes in Geology and Oceanography were funded using Science Technology Center funds.

Science & Engineering/Engineering: Eight additional computers to increase the number of students in Engineering classes were funded. Additionally, circuit board kits and other small items were funded so that all classes in this room would have sufficient equipment to serve 32 students. (\$12,283)

New Faculty: Title III is to purchase 9 office computers to support new faculty in Ornamental Horticulture, Physics, Exercise Science, Biology, Chemistry, Math, English, Music, and Kari Wergeland. (\$9,920)

Appendix B

Technology Plan Proposal Evaluation Process

The Technology Plan Committee begins meeting in October, at which time members are assigned disciplines for which they are responsible to represent during committee discussions. The members are expected to meet with their discipline(s) and become very familiar with the needs, available resources, and vision of that instructional area. It is at this time that the technology plan is developed for inclusion in the department's annual Academic Master Plan.

Meanwhile, the Academic Master Plan Committee (AMPC) is hard at work reviewing all instructional plans and ranking activities on a scale of 1 – 4. By Staff Development Week in January, the Technology Plan Committee (TPC) has enough information from the AMPC to begin its analysis of campus-wide technology needs. The TPC compiles the technology plans and coordinates its review of them with the concurrent and pertinent rankings of the AMPC. The discipline liaison presents each department's plan, a discussion ensues and priority rankings on a 1 – 4 scale result.

Criteria and Ranking Categories

The criteria and ranking categories are given below.

Criteria – Technology proposals should:

1. Support curricular goals
2. Demonstrate faculty willingness/readiness to implement
3. Be part of a phased-in project already in progress
4. Assist multiple departments
5. Support long-term institutional goals through the use of current and emerging technologies
6. Be cost effective
7. Demonstrate a critical need for state-of-the-art technology

Ranking Categories:

1. Strongest recommendation
2. Highly recommended
3. Recommended
4. Not recommended

Allowable Tech Plan Items

Technology Plan requests are generally funded from block grants, which include Instructional Equipment, Library Material, and Technology funds. These funds are for equipment, related infrastructure and installation necessary for the delivery and preparation of instruction or direct assistance to students. Equipment means tangible district property of a more or less permanent nature that cannot be easily lost, stolen or destroyed, but which replaces, modernizes or expands an existing instructional program. Furniture such as tables, desk, and chairs will be considered at the time of initial installation only. Subsequent requests for upgrades or replacement must be routed through the regular Academic Master Plan budget process. Software which is an integral and necessary component for the use of specific instructional equipment may be included in

block grant fund requests. Requests for upgrades and replacements of faculty office computers will also be considered. Items such as flash drives, CDs, videos, etc., are considered supply items, and must be purchased from department supply funds.

Planning Software Requests

Several departments have included requests for software, but have been unable to project with adequate specificity either the particular applications they need or the estimated costs. The Committee has categorically ranked such requests as “3”. Although the requests reflect identified needs, they cannot be funded until they are more specific. This represents a difficult problem for faculty who are content experts in their own areas but lack expertise in computer-related issues such as hardware, peripheral devices, and software. The Committee’s recommendation is that faculty who lack technical knowledge or are unsure of their software needs should contact the Dean of Learning and Technology Resources, who will, in turn, put them in touch with the TPC member assigned to their discipline.

Trends for Technology Use

While reduced budgets in the near future present serious funding challenges, the overall trend at Cuyamaca College continues to be one of increased reliance on instructional technology. Each year brings additional “smart” classrooms, internet-based assignments, and the more courses offered in either a blended or online format. The expanded use of technology is an essential trend in education. In a period of limited resources it is paramount that we rely on careful planning to get the maximum return on our technology investment.