



C U Y A M A C A
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L E A R N I N G F O R
T H E F U T U R E

CUYAMACA COLLEGE

April 13, 2010

Technology Plan

2010-2011

Instructional Technology Council

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Summary of 2009 – 2010 Accomplishments

- The realization of a long term college goal of providing “smart technology” in every classroom. This is defined to include a computer connected to a ceiling mounted data projector, speakers, DVD and/or VCR player, and a document camera.
- All computers campus-wide were upgraded to a minimum P4 with 1GB RAM to support Office 2007.
- iTunes University initiative launched with 12 backpacks (each equipped with an Apple laptop, digital video camera, and tripod) and 8 digital video cameras available for student checkout through the circulation desk of the Learning and Technology Resource Center. The new open computer lab is equipped with 4 PCs and 4 Macs specifically configured to support video editing.
- 17 training workshops conducted for faculty in Blackboard, ADA compliance in online materials, SharePoint (webpage creation and editing), iTunes University, and open lab assistance in all of the above.
- Open computer lab, CIS, Graphic Design, Business, and BOT moved to new E building in an astonishingly short 2 week period.

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Summary of 2010 – 2011 Technology Plan

Once again, 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 Basic Skills Initiative, the new building funds available for Business/CIS (“E”), Career Technical Education funds (Carl Perkins), and a careful analysis of how replaced computers might continue to serve elsewhere. These alternative funding sources were particularly critical this year as there was no block grant money provided by the State and Cuyamaca College has no budgetary line item for technology. A frugal approach to technology purchases over the last three years provided some carry-over of block grant funds and we hope to spend only half of that carry-over in 2010-2011 as it appears unlikely that there will be any budgetary relief next year.

As always, the Technology Plan Committee focuses on Instructional Computing needs. We try to keep computers in use as long as they are able to serve a function in instruction. Once the needs of instruction have been satisfied, we are often able to direct technology to Student Services. With the move of CIS to the E building and the replacement of 37 good computers (by outside grant sources) left by Mathematics when they moved to the H building, we are in a healthy position to continue our upgrade/recycle efforts in 2010-1011. We intend to remove all remaining P4s from classrooms and replace with a minimum Core2 computers; the higher end of these P4s will then filter out into office areas. The second priority – after classrooms – for computer upgrades is faculty offices, followed by service area offices.

Historically, it had been up to individual department chairs and coordinators to identify when classroom equipment was sufficiently old or outdated to merit a replacement. Beginning in 2008-2009, the Learning and Technology Resource department took on the responsibility of maintaining inventories and making this determination. As a result, the largest monetary requests on the plan are from this department. These items have not been ranked in the plan as a very conservative evaluation of classroom inventory will occur over the summer to determine critical needs. Given the decrease in course offerings some classrooms are either not being used or are being used infrequently and we may opt to forego upgrading the technology in these rooms for another year or two.

The LRC expansion project will finance a faculty work room which will contain both PC and Apple platforms and all necessary software to support audio and video editing. It will also be used to purchase portable microphones for faculty to use for audio taping lectures which can be easily uploaded into iTunes.

The Technology Plan is now ready for implementation. Departments have been notified of their approved requests and are encouraged to begin the ordering process immediately. This means that the equipment can be installed over the summer and ready for use in Fall 2010. 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.

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Summary of 2010 – 2011 Technology Requests

Art: Nothing requested.

Athletics: Nothing Requested

Automotive Technology: Nothing requested.

Business & Professional Studies: Westlaw and CALI software to support Paralegal Studies.

Business and Office Technology: Nothing requested.

CADD: A two year license for CADD software and Pro Engineer software to alternate with 3D Solid Works software in the Engineering Graphics course. The CADD license was determined to be critical and was funded but the committee concluded that two alternative software packages to teach one course/skill are unnecessary in these tight economic times.

Child Development: Four computers, two for each of the children's classrooms. Miscellaneous software for these computers was also requested but determined to be best funded through CTE.

Communication - ASL: Nothing requested.

Communication - ESL: Two kindle readers which could be funded through CTE.

Communication - English: Nothing requested.

Communication - Reading: Nothing requested.

Communication - Speech: Nothing requested.

Computer & Information Science: CS/CIS has been blessed with another new building which opened in 2009-2010, so that most of their equipment needs have been accommodated by this source. New building funds cannot, however, be used to pay for software renewals or service contracts. These annual costs are typically picked up by the Technology Plan and the State block grants that fund it. So Lynda.com (online tutorials available to up to five students at any one time), Netlabs to support distant access to lab servers in the Cisco classes, and VMWare software maintenance to support operating system classes were requested. Additionally, the annual Cisco Academy fee and a small fund to support Cisco consumables were included in their plan – the Academy fee will be funded through CTE.

Disabled Student Programs & Services: In preparation for an expanded space for the High Tech Center (part of LTRC expansion), 6 new workstations were requested. A number of wide screen monitors were included as were a considerable number of software packages to make computer materials accessible. This area will get 6 computers when CIS replaces their labs in 2010-1011 since the new space will not be available until Spring 2011. The new monitors will be funded through Tech funds and it is hoped that CTE will be able to pick up most, if not all, of the adaptive software. If this proves not to be the case, the committee will re-visit this request in Spring 2011.

Environmental Health and Safety Management: EHSM needs a couple of printers and certificate software, all of which can be funded through CTE.

Exercise Science/Health Education: Nothing requested.

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Foreign Languages: Nothing requested.

Graphic Design: Like CIS, this department resolved to fund its needs through new building funds with the exception of some software maintenance. The Wacom Cintiq tablets and a new high end printer can be purchased through building E FF&E. They do need a 2 year extension of CS4 software and maintenance which the Tech funds will finance.

History, Social, and Behavioral Sciences: Nothing requested.

Humanities and Performing Arts: Nothing requested.

Instruction/Tutoring: Nothing requested.

Learning & Technology Resources/Library: As stated earlier, this area will be conducting an inventory of critical needs over the summer.

Learning Resources/Computer Labs: Nothing requested.

Mathematics: The plan funds the annual renewal for Minitab, 10 new wireless mice and keyboards, and two T1 presenters for classroom use. They also requested new Spectrum carts as their inherited ones are of the sit down variety. The committee opted not to fund this.

Music: Software (Sibleius, Logic, and Ableton Live Suite) to support the new Music Industry major as well as some software in the Music Media Lab. When asked to prioritize this software in AMP, the department indicated that Ableton Live Suite could be safely put on a “wish list”. All of their other requests are funded. (The new operating system, Snow Leopard is funded by District Information Systems.

Ornamental Horticulture: One copy of AutoCad, RainCad, and Illustrator to be funded through CTE

Personal Development Counseling/ Personal Development: An upgraded computer for their classroom will be provided.

Science & Engineering/Astronomy: Nothing requested.

Science & Engineering/Biology: Nothing requested.

Science & Engineering/Chemistry: Nothing requested.

Science & Engineering/ Earth Sciences: Nothing requested.

Science & Engineering/Engineering: A 3-D Prototype printer was requested by Engineering (\$25,000) to support a sequence of classes that they are planning to develop. Once again this year, the committee decided that this was a great deal of money to support classes that are not yet ready to be offered. Although the department would utilize this printer in existing classes, it was decided that it was not yet critical to classroom instruction and was ranked #3 as there are more pressing needs for the college. However, 32 Basys programming boards for use in the classrooms were ranked #1.

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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 (AMP) is hard at work reviewing all instructional plans and ranking activities on a scale of 1 – 4. By Professional Development Week in January, the Technology Plan Committee (TPC) has enough information from the AMP 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 AMP. 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

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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.

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 updates to “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.