Techvision Meeting Notes
Kuhina 106
October 2, 2006

Present: Dave Maxson, Elizabeth Ashley, Peggy Regentine, Margaret Coberly, Paul Briggs

Minutes of Sept. 18, 2006
Pursue the issue of the Help Desk.

Old Business
Dave Maxson is a new committee member.
Instructional Developer Position
The Deans have made up the job description.
Will be “soft” money, Title 3 funds.
May need to develop the job description a bit more.
TCUP recommendation on Technology-Elizabeth Ratliff
Elizabeth Ratliff sent this out to the Techvision committee via hard copy-Key Components of IS Strategic Plan
Techvision committee will review these recommendations for the next meeting.
While the report was good as a whole, there were some specific recommendations for WCC.

Assess Techvision Plan
Circulate appropriate information by means of routed periodicals, on-line sources, guest lecturers, etc.
Cannot count on Staff Development to focus on technology this year.
Non-Instructional Day-some question as to whether this day should be used for technology.
Other schools have been using this day for motivational and team building activities.
Possibility of incorporating technology into Convocation.
But just as one component into the various activities on that day.
Techvision committee has voted unanimously to ask Staff Development to incorporate technology into their planning for Convocation Day.
For routed periodicals, need to contact library. For online sources-ask instructional developer to recommend a method of distribution or Brian Richardson. Guest lecturers can ask Academic Support to have this on their list.
Margaret Coberly will talk to Brian.
Dave Maxson will talk to the Academic Support Committee.
Academic Support has a faculty training component as well.
Elizabeth R., Dave Maxson, Mike Tom, Brian Tokuda is on this committee.
Techvision will meet with this Academic Support committee for possible program activities for possible funding by Staff Development.
Looking at various incentives for attending a SD technology activity.
Recognition of the faculty members in Ka Ohana.
Mention in Chancellor’s Memo.
A point system leading to a coupon.
Windward Mall coupon-gives the recipient some choice.
Perhaps funded by Staff Development
Some possibility of this as evidenced by Elizabeth Ratliff.
Need to submit some sort of budget, and how Techvision will reward faculty to attend technology workshops.
Draft guideline as to what it is that will be rewarded to Staff Development.
Peggy Regentine will do this.
Could be some sort of recognition at graduation as well.
Tech Stars.
Ensure a faculty-staff email list that is used in part to disseminate educationally related information available in electronic format.
Different individuals are already disseminating information through the WCC listserv.
DONE.
Maintain a current web site where a webmaster disseminates information.
Who does actually maintain the WCC website?
Emi Troeger maintains one part of the website.
Elizabeth Ratliff maintains the rest of the website.
Update on the Webmaster position
In progress, will come from Title 3 monies.
Hire an instructional developer to:

help faculty integrate technology into the curriculum.
train faculty not only in technology as a tool, but also in how to use this tool in specific subject areas.
implement faculty training in multiple phases to accommodate different technological abilities.
assist faculty in transforming the classroom from a passive to an interactive learning environment.
maintain a database of instructional resources.
In process, have written a job description
Continue to train staff to use technology to service the College.
Dave reports that there are many workshops throughout the UH system regarding technology.
DONE.
Enforce the Computer Information Literacy (CIL) computing literacy requirement for students pursuing an AA Degree at WCC.
DONE

Encourage faculty to include CIL requirements in their curriculum to sustain student technology literacy.
Is currently done in the ICS classes.
Elizabeth Ashley will ask Tara Severns to see which classes include CIL requirements. Those classes will have some sort of icon indicating that they include the CIL requirements. Should there be a reward system to encourage faculty to include CIL requirements?

Next Meeting
Review TCUP recommendations
Continue assessment of Techvision.
October 16 at 3 pm in Kuhina 106 hopefully!

PAGE