"Ocotillo Pulse"
Chandler Gilbert Community College
Submitted by Pamela Petty, ICC Roundtable Chair

The Ocotillo Roundtable at Chandler-Gilbert Community College has maintained its name from a former life: ICC (Instructional Computing Committee). See our home page at
http://www.cgc.maricopa.edu/icc/ and our technology plan at
http://www.cgc.maricopa.edu/pecos/administration/committees_projects/icc/itp.html

Meetings: We meet twice a month for two hours and usually have about fifteen people in attendance. Meetings include discussions if issues, sharing of practices and work sessions.

Membership: At least one representative from each academic division (some divisions send two members), the technical managers, our Instructional Technologist, Dean of Instruction and Associate Dean of Technology. Only one division (aviation) has been regularly unable to attend because of Friday classes. Only two divisions (aviation and counseling have been regularly unable to attend.

Members include techies and non-techies. Faculty members represent Bus/CIS, Lang/Hum, Soc&Beh Science, Comm/Fine Arts, Science/Math, Wellness, and the Library. The Williams and Sun Lakes campuses also send representatives. Technical staff members include the Computer Lab Manager, the Computer Operations Manager, and the Media Services/audio/video Manager. All meetings are open to anyone interested.

Technical Planning Role

- Our roundtable takes the responsibility for coordinating and consolidating the planning for instructional technology on our campus. We are the clearing house for capital proposals for instructional technology, we provide the proposal forms and assistance in writing the proposals. Proposals are then screened by the roundtable and grouped into five categories and a plan is created to ask for funding for the top two groups of proposals. The technical managers and designated faculty members then meet together to prepare a consolidated package of proposals which included suggested purchases as well as computer re-allocations. This "trickle down" meeting was facilitated by our the Computer Operations Manager, Victor Navarro and this year we compiled three "packages" of technology proposals. These packages were then submitted to the division chairs for their blessing. From there the plans went to the budget committee where the final decision was made. The Budget committee approved what we viewed as the best possible package of instructional technology proposals for our campus.
- At the beginning of the year, ICC re-visits its strategic plan. This fall, members established short term and log term goals as part of a college wide planning effort.

Obstacles

- Faculty and staff concerns about the budget process at the college led to a restructuring of the process. A new Budget Committee was formed in the fall and this restructuring is still underway.
- Two years ago members of our ICC roundtable found themselves unable to come to consensus on a number of issues. Conflicts resulted from diminishing resources that had to do with trying to meet both the administrative and the instructional needs of the campus with limited funds. In addition, there was little effective communication between the faculty and the technology staff, which resulted in hard feelings in both camps. Since then a great deal has changed and we find ourselves working together to better focus on the needs of the campus. Improved communication and a dramatic decline in animosity has allowed us to focus on the common technical needs and concerns on campus. As a result we can report a number of recent achievements in addition to our role in the technical planning and budget process.

Other Recent Achievements

1. Hiring an Instructional Technologist – Three semesters ago we obtained funding to hire an instructional technologist to support teaching and learning with technology on our campus. Tom Foster was hired to set up a TLC (Teaching and Learning Center) and coordinate efforts to increase the integration of technology into academic programs at Chandler-Gilbert Community College and assisting faculty in this integration. We consider this a major accomplishment.

2. Faculty Training - Planning and execution of summer technology workshops for faculty. Last three summers. Last summer over half of the residential faculty members participated in a one week Blackboard training conducted by roundtable members Tom Foster (instructional technologist) and Shirley Miller (business faculty) and others.

3. STAR program – We are now in the second year of a Student Technical Assistants and Resources (STAR) program in which students provide instructional help and support for faculty members. They design web pages, banners, artwork, etc. Sometimes they train faculty in the use of software and hardware. Lots more.

4. TLT Resource Faculty Member – Last fall we began a program to release one faculty member) to be a TLT (Teaching & Learning with Technology) resource person. This faculty member uses the time to help other faculty members with their instructional technology needs. Two people have thus far served in that capacity.

5. Best Practices Plan – We have adopted a new “start up” plan for fall semester so as to improve the beginning of classes and smooth out the technical glitches. The purpose is to provide a process for planning technology needs for computer classrooms and labs. Faculty members serve as classroom liaisons to help identify technology configurations and needs and to work with support personnel. Web pages for each

classroom are currently being constructed and will be used as a guide for all users. See http://www.cgc.maricopa.edu/tss/software/c108_new.html