

MINUTES
High Tech Center Training Unit Advisory Committee Meeting
High Tech Center Training Unit – De Anza Community College
Friday, January 11, 2008

COMMITTEE MEMBERS

Carl Brown	HTCTU, De Anza	HTCTU Director	present
Michael Buckley	Shasta College	Region 1	not present
Thad Selmants	Sierra College	Region 2	present
Jim Kolthoff	Los Medanos College	Region 3	not present
Kathleen Allen	Chabot College	Region 4	present
Nancee Carrillo	Modesto Junior College	Region 5	present
Vacant	Vacant	Region 6	not present
Tina Andersen- Wahlberg	Glendale College	Region 7	teleconference
Scott James	Santiago Canyon College	Region 8	teleconference
Fred Frontino	Mt San Jacinto College	Region 9	not present
Carl Fielden	Grossmont College	Region 10	present

STAFF/PRESENTERS

Scott Valverde	Chancellor's Office	present
Martin Crossley	ATPC	not present

Staff Reports

Carl Brown announced to the committee that the HTCTU grant is awarded again to Foothill-Deanza College and is currently in the process of renewal. This process will include the Chancellor's Office reviewing the materials that the HTCTU is working currently and the Board of Governor's approval. Carl encouraged the committee members and the Chancellor's Office to look at and review the new HTCTU Workplan provided to them.

Foothill-De Anza College District is planning of buying a new building in Mountain View. The HTCTU might be offered to move the program. A lot of factors will have to be taken into consideration such as the cost benefit and value to the HTCTU.

Carl talked about the critical Governor's Budgetary shortfalls in California. There is a 10% reduction to programs that are funded out of the general funding. Since HTCTU is categorically funded, it is protected from the 10% cut. The HTCTU program will

possibly not be getting a COLA for next year's budget. This in turn will affect operating cost such as cancelling contracted trainings on and off site and cutting back on some conference travel. Detailed information regarding the Governor's Budget and how it's affecting the California Community Colleges and the HTCTU can be found in the handout provided.

A program review might be conducted same as the last time from the Galvin Group depending on budget status and how much cost cut down.

ACT Training Update

Jayme Johnson first talked about the conferences he attended such as CAPED on October and Accessing Higher Ground (AHG) on November 2007 which he did presentations on Accessible Podcasting and Affordable TTS System. He is also scheduled to do more presentations on Podcasting at the ATIA on January 2008 and CSUN in the Spring.

He also reported on Phoneticom that 74 colleges are using the system, 128 titles are being produced since September 2007 and 409 titles since August 2006.

Jayme talked about the status of the LD Software Project to the committee. He reiterated the purpose of the project which is to create an instructional resource to facilitate the process of evaluating educational software in regards to specific cognitive deficits as identified by modern LD testing instruments. This is a revision of the project that originated in response to the creation of CARS in 1989. Traditionally a paper-based document, this version will be the first to be published in an electronic format as well. The final product will be html-based and hosted at the HTCTU. He importantly stressed that this is an instructional resource, not a shopping aid or software catalog.

According to Jayme, the revision was actually started several years ago but was interrupted. Much of the original software that was initially selected for this revision has been retained and is being used to illustrate the common aspects of educational software in terms of design, organization, and methodology. Newer titles will be added as they are released and recognized as having educational value. While this version is intended to be a print-based document with an html version, the intention is to transform this document from a static paper-based document to a living electronic document that can be updated more frequently and allow for different production and maintenance models

With the transition to an electronic format, new potential benefits will emerge regarding the future of this resource. It will open possibilities for more frequent involvement by Learning Disability Specialists through the use of content management systems. It will also offer more opportunities for individuals to participate without having to commit to such a big commitment, as they can submit a single evaluation as well as opportunities for professional and personal growth for different LD Specialists who want to learn more and help coordinate efforts.

As for the current status of the project, the Software evaluations for each cognitive deficit are complete. A Draft Document is being reviewed for accuracy and basic continuity and the Software selection (final cut) for specific cluster examples is in progress.

Lastly Jayme gave the committee the project timelines. The HTML version as well as the print version will be completed by the end of January. The first HTCTU Training will be on February 28, 2008 and a presentation at the 2008 CAPED.

Section 508 Training Update

The first 508 Compliance training at the HTCTU had 27 attendees including representatives from media services, Deans from different colleges and distance education, Directors from IT and Procurement and DSPS. All of whom gave the session a positive feedback and wants to start the process soon. According to Sean, the 508 Training will focus on the functional needs rather than what the client wants and who will do the accessibility evaluation of content. Off site trainings for 508 are scheduled on February 8 at Pasadena City College and on April 1 at the California Community College – California State University Procurement Conference. More 508 Trainings at 8 different colleges for now are currently being planned.

Sean also talked about the HTCTU Draft Survey that was handed out to the committee. These are sets of questions designed to get information about where the HTCTU system is at. The Survey will also give information on what the people on the field are looking for when it comes to trainings. It will also show a demographic on the kind of people the HTCTU is serving, and questions to administrators, high tech center specialists, alternate media specialists or Web developer on the number of students with disabilities they are serving, the software they're using in the classroom as well as trainings and support they need. The survey can be filled out online or by paper. Sean currently has about 50-60% accessibility modifications completed in PDF format. The committee members were asked to review the draft for any feedback and changes in language and suggestions to add or delete items before releasing it.

Sean reported on the current status of the AMX database. There are 12,780 book records to date. There are a total of over 21,000 pieces of alternate media and a little over 18,000 are shared. There are approximately 55 institutions or systems participating in the AMX database. Sean is working on updating the database and retaining the services of the original programmer. There will be 12 features that's going be added to the soon to be new version of the database hopefully by February 25, 2008.

The web accessibility tools service agreement has just been renewed for another year with Usable Net for the Text Transcoder now known as Usable Net Assistive Device. This is a web application that converts a web page into its text-only version on-the-fly by eliminating all page layout that is present in the original page and by hiding many accessibility defects. The Hi-Software agreement, AccVerify/Repair and hi-caption tools, has one more year to run.

Chancellor's Office Update

The Chancellor's Office got a new Dean for DSPS, Jeff Spano. Distance education specialist, Ken Nathers, was replaced in interim by Jenalyn Miller.

The RFP (Request for Proposal) for distance education need assessment has been reviewed and scored, according to Scott Valverde. Its primary goal is to seek out funding to address the issue of the cost associated with insuring accessibility of online distance education courses in the system. There are a total of 4 applications being reviewed and one will be awarded by January 25.

The Spring Conference is scheduled on April 8-11, 2008 at the Westin Hotel Los Angeles. The new Distance Ed Guidelines will be released by then. The grants available for the student's mental health initiative to the system will be discussed during the Board of Governor's meeting on middle of January.

Scott also reported that all existing and ongoing PADS contract that are \$100,000 or more will be on competitive bid next year. Special projects from the CO also include updating the LD Eligibility Model Training.

Review teams have been formed and trained to do program reviews to 18 different community colleges starting the end of February.

The CO is also working on the expansion of the ATPC Prison Project to Ironwood Prison.

Handouts Provided:

- Minutes, September 21, 2007
- HTCTU Draft Survey
- HTCTU Workplan
- Governor's Proposed Budget Summary

Next Meeting: May 16, 2008