

TEACHING AND LEARNING TECHNOLOGY ROUNDTABLE (TLTR)

Shared Governance Committee, City College of San Francisco

TLTR's purpose is to recommend policies for the use of technology in instructional support and student services.

Approved minutes for October 5, 2009

Batmale Hall, Ocean Campus, Room L222, 2:00- 4:00 p.m.

The meeting was called to order at 2:00 by Carmen Lamha.

Present: Barbara Baraff (Language Center), Jessica Buchsbaum (ESL-Downtown), Robert Griffiths (ESL-Downtown), Mamie How (ETO), Edward Stering (Foreign Languages), Nicki Trahan (ESL), Janet Willett (TMI), Ana Wu (ESL-Mission), Francine Podenski (BEMA), Peter Wood (CNIT), Carmen Lamha (CNIT)

The September 14, 2009, minutes were approved with corrections.

There was discussion about the possibility of the College using Edustream for video streaming (Podenski). We will investigate this further and set up a demo as possible. Donna Eyestone will be our contact for this technology.

The TLTR working group on clicker standardization reported on their investigations. After more discussion, TLTR recommended that the College adopt I-Clickers as the standard for purchase within the College. This recommendation was based on the I-Clicker technology being newer, the construction being sturdier than others, and the product being of lesser cost. Mamie will contact ITPC, the Purchasing Department, and the CCSF Bookstore to pass on this information.

There was an update on the student success letter sent out as requested by students during the application process (Willett).

There was an update on the Castro/Valencia campus and difficulties with technology access at non-CCSF buildings.

The group then looked at the Education Technology Plan, ETO section, to recommend prioritization of items in view of budget cuts. Various items were taken out of phase one implementation schedule and pushed back to phase two. Mamie will make a progress report to the Board of Trustees in Spring 2010. The Deans will be updating the school master plans.

As annually required by Shared Governance procedure, Janet Willett reminded the group of the purpose of the TLTR: *TLTR's purpose is to recommend policies for the use of technology in instructional support and student services.* Additionally, the quorum for any voting during the 09-10 will be 7 members in attendance (based on 50% of the 14 attendees at first meeting of the school year, 9/14/09).

Minutes submitted by Janet Willett