CTLTC MID-YEAR REPORT 2015-2016
Classroom Teaching and Learning Technology Committee
MEMBERSHIP

CTLTC Membership for 2015-2016

Michael Williams (Portsmouth) – Chair Elect
Derek Laws (Portsmouth) - Recorder
Robert Guess (Chesapeake)
Darryl Parker (Chesapeake)
Leah Hagedorn (Norfolk)
Joe Joyner (Norfolk)
Libby Watts (Norfolk)
Alexandra Harrington (Librarian- VB)
Rhonda Goudy (Counselor)
Kristen Gregory (Batten Lab)
Amy Boher (Virginia Beach)
Beth Callahan (Office of Educational Accessibility)
Leroy Kierstead (0IS)
Frank Futyma (Adjunt – VB)
Kellie Robinson (Adjunct – VB)
John Morea - Ex Officio
**CTLTC Charges for 2015-2016**  
*Classroom Teaching and Learning Technology Committee*

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1. Plan the Annual Technology Showcase as part of the college’s annual Learning Institute in May (innovative technology applications in teaching and learning)

2. Review and revise the CTLTC by-laws; consider changing the purpose, mission and name of the governance committee

3. Review and update the Classroom Technology Standard which will include universal design presentation stations

4. Audit and evaluate helpdesk tickets from teaching faculty (nature, timeliness, response, resolution and operation hours)

5. Review and recommend a resource guide created by the Office of Educational Accessibility to assist faculty in accommodating student needs via the use of technology

6. Survey the extent of faculty interest in and current use of OER
Report for 2015-2016

Classroom Teaching and Learning Technology Committee

Progress on Charges for 2015-2016

1. Plan the Annual Technology Showcase as part of the college’s annual Learning Institute in May (innovative technology applications in teaching and learning)

The sub-committee for this charge includes Derek Laws, Matthew Blanchard, Frank Futyma, and Kellie Robinson. John Morea attended the Learning Institute Committee meeting to coordinate the event. As of now, we are looking at a “buffet” style showcase exhibiting the following areas:

   a. Focus on assessment using technology
   b. Using social media (Instagram, twitter, Facebook) to engage students
   c. Ask instructors who are already using this technology to present at the showcase

2. Review and revise the CTLTC by-laws; consider changing the purpose, mission and name of the governance committee.

   This charge is coordinated by Michael Williams. The focus is to include a diversity statement in the bylaws as well as changing some of the language to broaden the focus on all technologies that assist faculty in and out of the classroom.

3. Review and update the Classroom Technology Standard which will include universal design presentation stations

   The sub-committee for this charge includes John Morea and Leah Hagedorn. There is a draft copy of the CTS that is ready for review and approval. Items of note include:

   a. the standard must include minimum number of classrooms with universal design stations. Minimum number per campus and per building.
   b. adding the Coordinator of Educational Accessibility to the signature page with AVP of Learning Technology and VP of Academic Affairs.

4. Audit and evaluate helpdesk tickets from teaching faculty (nature, timeliness, response, resolution and operation hours)

   The sub-committee for this charge includes John Morea, Joseph Joyner, and Beth
Callahan. The timeframe for evaluation of the helpdesk tickets is from January 2015 to December 2015. Only faculty tickets should be evaluated; no student tickets. After reviewing the format for evaluation, it was agreed that the format in which the dataset was stored is not easily parsed for efficient analysis. The focus is now on the new evaluation system and how it can best be used to analyze the help desk tickets. New reporting system starting in February. This system will allow better reporting information. This charge should be carried forward and followed up with next year for a larger sample of data. We are also looking at bringing in OIS to talk about the implementation of the new system to the CTLTC in the next few meetings.

5. **Review and recommend a resource guide created by the Office of Educational Accessibility to assist faculty in accommodating student needs via the use of technology**

Beth Callahan is heading up this charge. She already has a draft of the guide for review. The membership is to decide what they feel is the “top ten” most important things to them in regards about technology and accessibility.

6. **Survey the extent of faculty interest in and current use of OER**

Libby Watts is heading up this charge. Libby worked with Linda Williams on developing the survey for faculty. She gathered information from Lumineer and will ask Iris Wang to create the survey. The survey will be reviewed by CTLTC membership. Once a final survey is approved, it will be dispersed to all faculty.