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Standard III: Resources

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Technology Resources: Technology resources are used to support student learning programs and services and to improve institutional effectiveness. Technology planning is integrated with institutional planning.

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The institution assures that any technology support it provides is designed to meet the needs of learning, teaching, college-wide communications, research, and operational systems.

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Description

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Planning for the technology needs of the college has been informed by the Education and Facilities Master Plan (EFMP) and the college Technology Plan, currently under review and revision by the newly re-established (Fall 2006) Technical Advisory Committee (TAC), a multi-constituent College committee.

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Skyline College identifies technology needs through a variety of processes. The Education and Facilities Master Plan (EFMP) informs the technology needs for the college as it plans for expansion and addition of physical space to house instructional, student services and administrative programs. Two recent bond measures have resulted in new funding for the college. These Capital Improvement Projects (CIP1 and CIP2) include plans for improved and expanded technology to meet student needs. The first capital improvement project (CIP1) included input from the Builders Users Groups (BUG), faculty and staff who use those facilities scheduled for renovation and updating. The EFMP Committee, made up of representatives from all constituent groups, will also inform plans for CIP2, including the identification of technology needs.

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In addition, the College's Technology Advisory Committee (TAC) identifies technology needs and determines technology services for the college, based on the Education and Facilities Master Plan. The Committee has developed a number of goals to identify and meet institutional technology needs to support student learning (TAC minutes, plan).

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Members of the Technology Advisory Committee also serve on the District Instructional Technology Council (DITC), providing a bridge between District and institutional technology services. DITC provides a forum for faculty, staff, and administrators from all three colleges to discuss, preview, introduce, and recommend technology products, view application demonstrations, and discuss pedagogy, as each relates to teaching and learning, using technology (<http://www.smccd.edu/accounts/ditc/>).

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Network, computer services, and information systems staff are centralized under the direction of the Manager of Information Technology Support Services (ITS) at the District. Computer technical support staff located on Skyline's campus report to the

13034 District manager to ensure coordination and delivery of technology support. ITS
13035 technical staff support the District's network, telephone system, computers, and servers.
13036 An online work request system has been created to deal with immediate and long-range
13037 technical support needs (<http://www.smccd.edu/helpcenter/>). Computer support
13038 technicians at the District staff a Call Center help desk, from 8:30 a.m. to 6 p.m., Monday
13039 through Friday. Computer support technicians serviced over 2,400 work orders in the
13040 2005-2006 academic year, with a 96% positive feedback rate, indicated by client surveys
13041 sent out after each service (Manager, ITS).

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13043 The District has assigned three full-time computer support technicians to Skyline, who
13044 provide the following technical and instructional support services: computer/computer
13045 systems installation, configuration, maintenance, and repair; administration and
13046 management of instructional LAN; customer and help desk assistance; liaisons with the
13047 District ITS for network support services and administrative information systems.

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13050 **Self Evaluation**

13051 **The College partially meets this standard.** The College meets the standard with
13052 respect to identifying technology needs of learning, teaching, college-wide
13053 communications, research, and operational systems. The reactivation of the Technology
13054 Advisory Committee will provide needed structure and organization to better identify and
13055 meet technology needs for the institution. However, the College does not have a
13056 system/process for evaluating the effectiveness of technology in meeting the range of
13057 teaching and learning needs.

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13059 In the area of Computer Technical Support, hiring of a top-level manager (District
13060 Manager, ITS) to guide technical development and support has made a major difference
13061 in the College's ability to plan and implement technology expansion and upgrades
13062 throughout the campus. However, with the centralization of technology services to the
13063 District, the College has been allotted only three full-time computer support technicians.
13064 This number falls below the standard ratio of the number of technicians to the number of
13065 computers on campus (over 1,300 connected to nine servers).

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13067 The centralization of technology services has resulted in a more narrow definition of the
13068 technicians' job. Technicians are no longer routinely members of college committees,
13069 but are allowed to participate only when their primary workload is deemed sufficiently
13070 low. The decrease of their input has been felt in areas like the TAC and this accreditation
13071 self study.

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13073 **Planning Agenda**

- 13074 • The Technology Advisory Committee will develop an annual report to assess
13075 effectiveness of technology in meeting institutional needs.
- 13076 • Additional resources will be sought to increase local computer technical support.
- 13077 • The College will work with District ITS to increase availability of technicians to
13078 serve on committees.

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C.1.a

Technology services, professional support, facilities, hardware and software are designed to enhance the operation and effectiveness of the institution.

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Description

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- SunGard Banner databases (student, financial, human resources, financial aid)
- Xtender document imaging system
- MS Exchange
- Web servers
- Ad Astra scheduling system
- SARS Grid and Call

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Needs for renovated or new buildings are also assessed to assure that the College provides the technology best suited to the learning environment. This has resulted in new smart classrooms that have a “plug and play” system and the laptop computers that instructors use in them.

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At the College level, each year, Divisions submit requests for technology and other support needs. These are then reviewed and prioritized by the College Budget Committee, based on available funding. In the event that technology requests may be funded through Instructional Equipment, they are routed to those bodies responsible for decision making in these areas. The Instructional Leadership Team (instructional deans) has oversight of the state instructional and makes decisions regarding technology hardware and software to meet institutional needs. Requests submitted by student services and instructional deans are reviewed and prioritized by the ILT under the direction of the Vice President of Instruction and forwarded to the President for approval.

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Effective Fall 2006, the District established goals to increase and expand distance education offerings. This initiative is spearheaded by the Vice Chancellor for Educational Services and is coordinated through DITC. The District has sponsored two pilot projects for faculty across the District to evaluate several course management systems, including Moodle and eCollege. In addition, DITC is preparing for a discussion regarding ways in which the District can increase FTES through the use of online instruction and distance education.

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In response to these District initiatives and to student demand, in recent years, Skyline College has increased the number of online courses it offers. Since 2001-2002, the first year online courses were offered at Skyline, enrollment jumped 248.2%, from 703 to

13122 2,448 enrollments in 2005-2006 (Office of PRIE). The number of online offerings will
13123 continue to increase.
13124 www.ctlonline.net
13125 www.smccd.net/accounts/ditc
13126 [http://www.smccd.edu/accounts/skypro/Ed%20Facilities%20Master%20Plan%2006/e](http://www.smccd.edu/accounts/skypro/Ed%20Facilities%20Master%20Plan%2006/education_and_facilities_master.htm)
13127 [ducation_and_facilities_master.htm](http://www.smccd.edu/accounts/skypro/Ed%20Facilities%20Master%20Plan%2006/education_and_facilities_master.htm)
13128 [http://www.smccd.edu/accounts/skypro/Ed%20Facilities%20Master%20Plan%2006/](http://www.smccd.edu/accounts/skypro/Ed%20Facilities%20Master%20Plan%2006/Skyline%20Education%20Plan%20Report%20vr3.pdf)
13129 [Skyline%20Education%20Plan%20Report%20vr3.pdf](http://www.smccd.edu/accounts/skypro/Ed%20Facilities%20Master%20Plan%2006/Skyline%20Education%20Plan%20Report%20vr3.pdf)

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Self Evaluation

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The College meets this standard. Overall, technology resources support student learning programs and services at Skyline and are used to enhance the operation and effectiveness of the institution.

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However, the College does not yet have an infrastructure in place to support online instruction. It is anticipated, however, that as the Education and Facilities Master Plan is implemented, the appropriate infrastructure will be established to support distance education. DITC will also continue to provide a forum for faculty, staff, and administrators from all three colleges to meet to discuss, preview, introduce, and recommend distance education products, view application demonstrations, and discuss pedagogy as it relates to instructional technology.

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Evidence:

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www.smccd.edu/accounts/ditc (DITC General Homepage)

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www.smccd.edu/accounts/ditc/meet.html

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Planning Agenda

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- The College will work with District technology groups to develop an infrastructure to support online instruction.

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C.1.b The institution provides quality training in the effective application of its information technology to students and personnel.

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Description

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The majority of technology training for College personnel is coordinated through the District's Center for Teaching and Learning (CTL) which established centers at each of the three college campuses in 1996. The objectives of the SMCCCD Centers for Teaching and Learning are to:

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- Provide Districtwide direction for the design, research, development and implementation of technology.
- Provide faculty with training and support to allow them to effectively use technology to enhance student centered learning.

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- 13164 • Provide staff and administrators with training and support to effectively complete
- 13165 tasks to enhance business processes.
- 13166 • Provide central locations for people to exchange ideas and methods of using
- 13167 technology to enhance instruction and business processes.
- 13168 • Maintain campus-based centers that provide employees with access to current
- 13169 computer hardware and software.
- 13170 • Strive to maintain SMCCCD as a statewide leader in the development and use of
- 13171 instructional technology.

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13173 The CTL at Skyline has grown and been relocated to a new building on the first floor of
 13174 Building 2. It serves the College by providing a place where Skyline faculty and staff
 13175 can access high-end computer equipment, software applications and tools, and receive
 13176 consulting assistance to develop web-based courses and web pages, and participate in
 13177 computer application workshops pertaining to multi-media presentations. These
 13178 workshops include training in the Microsoft Office Suite (Word, PowerPoint, Excel), and
 13179 I-movie.

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13181 The CTL is equipped with adequate equipment and resources for faculty and staff,
 13182 including:

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- 13184 • Nine Dell GX 240
- 13185 • One Dell GX 260
- 13186 • One Dell GX 150
- 13187 • One Macintosh G4 1.42GHZ, 1GB memory
- 13188 • One Macintosh G4 733MHZ, 384MB memory
- 13189 • One Macintosh G4 1.25GHZ, 512MB memory
- 13190 • One Macintosh G4 733MHZ, 512MB memory
- 13191 • One Epson Scanner
- 13192 • One HP LaserJet 4200 Printer
- 13193 • One Epson Stylus Color C80 Printer

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13195 The CTL offers a wide array of workshops and training sessions to meet faculty and staff
 13196 needs. WebSMART and Websavvy provide online assistance to faculty and staff who use
 13197 technology in their day-to-day operations. Each year an annual report is developed
 13198 summarizing the various workshops and training sessions offered. (Evidence: See CTL
 13199 Annual Reports)

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13201 During 2002-03, the District implemented a managed hiring plan in order to avoid
 13202 personnel layoffs. CTL played a key role in providing training for staff who had to retrain
 13203 for other jobs in the District, e.g. to increase their knowledge of software programs and
 13204 Banner software.

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13206 In addition to training offered through CTL, staff and faculty may apply for professional
 13207 development funds to upgrade skills in technology areas. New faculty may participate in

13208 a District training, Boot Up Camp, which familiarizes them with available instructional
13209 technology as well as operational processes, such as accessing WebSmart or email
13210 functions.

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13212 Technology training needs for students are carried out through curricular offerings in the
13213 Business and Science, Math, & Technology divisions. (Evidence: College Catalog and
13214 Schedule). The Business Division offers courses in a variety of software applications and
13215 are available during the day, evening, and on Saturdays in a variety of formats, including
13216 semester-length, short-term and online courses. The Business Division has an active
13217 advisory committee, made up of community and business partners, who inform the
13218 division regarding technology needs for students entering the workforce. In response, the
13219 Business Division has expanded course offerings to meet changing technology needs.

13220 **SMT [?]**

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13222 Training needs for college personnel are identified through the District Instructional
13223 Technology Committee, the Centers for Teaching and Learning, and personnel requests;
13224 and for students, through program review of curricular needs and input from advisory
13225 groups.

13226 **Self Evaluation**

13227 **The College meets this standard.** The College is well served by the training provided by
13228 CTL. Deans and supervisors are encouraged to provide opportunities for participation by
13229 classified staff and faculty in training sessions and workshops to increase their
13230 effectiveness in using technology to carry out their daily work operations and teaching
13231 assignments. The course offerings for students are sufficient.

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13233 However, one area of concern is that classified staff, due to their work schedules, do not
13234 have as much opportunity as they would like to take advantage of the workshops offered
13235 through CTL. In addition, there is interest in different levels of training (e.g. beginning,
13236 intermediate, advanced) to best respond to individual needs. Finally, there is an interest in
13237 further training for classified staff in how to save documents, transfer files, print
13238 documents, create PDF forms, and complete file backup (CTL survey).

13239 13240 **Planning Agenda**

13241 None.

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C.1.c The institution systematically plans, acquires, maintains, and upgrades
or replaces technology infrastructure and equipment to meet
institutional needs.

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13245 **Description**

13246 The District's Information Technology Services provides support for the following
13247 services at the College and District Office:

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13249 During the Fall 2005 semester, the District undertook two major projects to improve the
13250 network services at each college. The first project was to work with a Siemens network
13251 engineer to assist the ITS staff to completely redesign the network architecture to
13252 improve performance and reliability in preparation for the installation of the new voice-
13253 over-IP telephone system. To implement this redesign, all network equipment was
13254 replaced with new Cisco switches and routers. This network equipment has a life-time
13255 warranty from Cisco, and in addition ITS stocks spare switches to allow immediate
13256 replacement of any failed unit.

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13258 The second major initiative was to replace the wide-area network (WAN) connections
13259 from the District Office to Skyline College. Previously, the WAN connections only
13260 provided 20MB/s of bandwidth to the college. The new Opt-E-Man connections now
13261 provide Skyline with up to 500MB/s of bandwidth. In addition, the District acquired a
13262 silver service level agreement from AT&T to ensure maximum reliability for this
13263 network service.

13264
13265 To maintain network security the colleges of the District have deployed a multi-tiered
13266 approach. There are Cisco Pix firewalls installed at each college to provide protection to
13267 the network. The District has a multi-year agreement with McAfee to provide anti-virus
13268 protection for all desktops and Windows Servers including the servers supporting
13269 Microsoft Exchange 2003 for email services. Also installed are redundant anti-spam
13270 servers to control email spam.

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13272 To provide more widespread and easy access to internet services, ITS has deployed Cisco
13273 wireless access points in most high-traffic areas on all three campuses. This project was
13274 completed at the end of the Fall 2006 semester.

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13276 In addition, each college participates in the Microsoft Campus License Agreement, which
13277 allows them to install the most current releases of the Windows operating system, Office
13278 and several other products.

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13280 Using Measure A Bond funds, a new telephone system was purchased and installed in
13281 2005. The system is a Siemens HiPath 4000 with a node located at each college. More
13282 than 2000 voice-over-IP (VoIP) telephones were installed and the system provides the
13283 following functionality:

- 13284 • Tight integration with Microsoft Exchange 2003 and Active Directory to
13285 provide unified messaging i.e. managing voicemail, email and fax messages
13286 from either the telephone or from Outlook
- 13287 • Survivability modules have been installed to continue to provide telephone
13288 services when one or more components in the system might fail
- 13289 • Fax server capabilities built into system to provide fax capabilities from
13290 individual PC's.
- 13291 • Each wiring closet that supports VoIP telephones is equipped with an
13292 uninterruptible power supply to provide 4 hours of runtime for the telephones in
13293 the event of a power outage

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- Enhanced E911 services for safety and security of faculty, staff and students. ITS has in place a comprehensive backup strategy to insure that all server-based data is recoverable. The backups are picked by up by an off-site storage company on a weekly basis. The backups include:
 - SunGard Banner databases (student, financial, human resources, financial aid)
 - Xtender document imaging system
 - MS Exchange
 - Web servers
 - Ad Astra scheduling system
 - SARS Grid and Call

13306 However, faculty and staff are responsible for backing up their own data on their desktop

13307 systems. ITS is currently evaluating alternatives to provide network storage to make the

13308 backup process for staff faster and easier.

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13310 To improve reliability of those services that are hosted by ITS from the computer center,

13311 the District is issuing an RFP to acquire an emergency generator to provide electrical

13312 power for at least 36 hours. It is anticipated that this unit will be installed by the end the

13313 year.

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13315 **Self-Evaluation**

13316 **The College meets this standard.**

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13318 **Planning Agenda**

13319 None.

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C.1.d

The distribution and utilization of technology resources support the development, maintenance, and enhancement of its programs and services.

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13322 **Description**

13323 The institution make decisions about the use and distribution of its technology resources

13324 based on information received from a number of technology or technology-related

13325 committees, including the District Instructional Technology Council (DITC), District

13326 Information Technology Services (ITS), the re-established Technology Advisory

13327 Committee, the Center for Teaching and Learning (CTL), the Enrollment Services

13328 Committee (ESC), and the Instructional Leadership Team (ILT).

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13330 To ensure that faculty, students and staff have high-performance and reliable access to

13331 internet services, the District has installed a dedicated DS-3 (40MB/s) connection to

13332 CENIC at each of the three colleges. As part of the network design, the capability exists

13333 to implement a manual failover in the event one of these DS-3's should fail for an

13334 extended period of time.

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13336 Technology resources are well distributed throughout the college to serve the
13337 development, maintenance, and enhancement of its programs and services. Numerous
13338 technological advancements have taken place at the college in both instructional and
13339 student services areas over the past years, including:

- 13340
- 13341 • the addition of Smart classrooms and conference rooms in renovated Building 8--
- 13342 Business and Language Arts, and new Building 7A--Science Annex, all of which
- 13343 are equipped with data projectors and multi-media presentation consoles
- 13344 • use of technology in the delivery of student services, e.g. online applications for
- 13345 admissions, financial aid, electronic counseling services, expanded webpages for
- 13346 students to access information about courses, programs and services
- 13347 • implementation of the Ad-Astra course scheduling software
- 13348 • upgrades/enhancements of the District software, SunGard Banner and web
- 13349 services, which provide faculty and staff with detailed online information,
- 13350 including the ability to obtain detailed course and student data used in research,
- 13351 planning and program review; faculty access to course rosters and course-related
- 13352 information
- 13353 • use of SARS Grid and SARS Call software
- 13354 • continuous improvements and expanded features of WebSMART for student
- 13355 access to records, including transcripts, placement test scores, class schedule,
- 13356 catalog, etc.
- 13357 • At the District level, upgrades to the district software system, Banner and
- 13358 WebSMART, to enhance technology resources for faculty, staff and students.
- 13359 • New resource management software (Web+ Center) in place.

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13361 Computer labs and/or stations are available throughout the college in the following
13362 locations to support teaching and learning, and student services.

- 13363 • Learning Center Labs (for use by the general student population in connection
- 13364 with coursework in any discipline)
- 13365 • Writing and Reading Lab (located in the Learning Center)
- 13366 • English as a Second Language Lab (located in the Learning Center)
- 13367 • Accounting Lab (Business Division)
- 13368 • Computer Applications and Office Technology Labs (2) (Business Division)
- 13369 • Journalism Lab (Language Arts Division)
- 13370 • Speech Lab (Language Arts Division)
- 13371 • MESA Lab (Science, Math, Technology Division)
- 13372 • Science classrooms (Science, Math, Technology Division)
- 13373 • Physics Lab (Science, Math, Technology Division)
- 13374 • Photography classroom (Creative Arts, Social Sciences Division)
- 13375 • Electronic classrooms (2) (Science, Math, Technology Division)
- 13376 • Telecommunications Lab (Science, Math, Technology Division)
- 13377 • Library
- 13378 • Centers for Advanced Learning & Technology (CALT) Microcomputer labs (5)
- 13379 for classroom or drop-in use
- 13380 • Cosmetology classroom (Business Division)

- 13381 • DSP&S classroom
- 13382 • Chestnut Center (off-campus location)
- 13383 • Assistive technology available in The Learning Center, the Microcomputer labs,
- 13384 the library, and the DSP&S classroom.

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 13386 In addition, students have access to computers in various locations to access Internet
 13387 services or other college services. These are located in the new Student and Community
 13388 Center Cyber Café, the One-Stop for Student Services, and the Career and Transfer
 13389 centers.

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 13391 Media Services provides an important function in ordering, purchasing, maintaining,
 13392 monitoring, and distributing technological materials and equipment to students and
 13393 faculty to enhance the teaching/learning process. Media Services is a central location for
 13394 housing audio-visual equipment as well as Smart Carts, which are equipped with PC or
 13395 Mac computers.

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 13397 The Media Center's holdings include 1012 videotapes, 231 CD-ROM applications, an
 13398 Instructors' Reserve section containing over 525 videos, 127 textbooks, and 880 English
 13399 and foreign language audiocassette tapes. There are 26 student media workstations
 13400 dedicated to the use of audio-visual materials. These stations include 11 VCR/DVD/TV
 13401 monitor systems, including 2 group video viewing stations, 1 slide projector, and 6
 13402 CD/cassette tape stereo-sound systems. The Media Center houses and circulates all of the
 13403 CD-ROMS used at the 81 PC stations available to students in The Learning Center. In
 13404 addition there are 2 HP Scanners and 3 HP LaserJet Printers.

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 13406 Some of the functions of Media Services personnel are to

- 13407 • purchase, process, maintain and circulate non-print library media materials to
- 13408 faculty and students.
- 13409 • purchase instructional technology equipment, including DVDs, digital/video
- 13410 cameras, and overhead projectors.
- 13411 • maintain and deliver mobile multimedia carts (4 PC and 3 Macs) for
- 13412 classroom use.
- 13413 • train staff and faculty on how to operate equipment, such as PC/Mac Carts,
- 13414 and Smart classroom technological equipment, including LCD
- 13415 projectors/DVDs/VHS/video cameras.
- 13416 • distribute laptops and instruct faculty/personnel how to use them.
- 13417 • maintain all media equipment throughout the campus.
- 13418 • set up sound system for special events anywhere on campus.
- 13419 • process media request forms for faculty.
- 13420 • provide audio tape duplication.
- 13421 • troubleshoot emergency calls from faculty having problems operating media
- 13422 equipment.
- 13423 • repair small electronics.

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 13425 Media Services staff consists of one full-time senior library/media technician and one
 13426 part-time evening media services technician, and a full-time electronics and media repair

13427 technician, supervised by the District. The Media Center relies heavily on student
13428 assistants, including federally-funded work study students. An online ordering system is
13429 scheduled to launch Fall 2007.

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13431 The College has reached its goal of having a PC or Mac computer connected to e-
13432 mail/online and the Internet in every faculty office. A collaboration of the District
13433 bookstores and vendors has created a loan to own program for faculty and staff to
13434 purchase personal computers with no interest loans.

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13436 At present the College has over 1,300 PCs and Apple Macintoshes on campus and nine
13437 servers. The current average hardware specifications are Pentium III, 900 Mhz to 1000
13438 Mhz, 128MB to 512MB RAM, 20GB to 40GB hard drive, 100mb network card, and
13439 Windows XP operating system for PCs, and I-Mac, 266 Mhz to 350 Mhz, 64 MB to 256
13440 MB, and 6GB hard drive for the Macintoshes.

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13442 The following adaptive equipment and software are also available in The Learning
13443 Center: 1 HP Scanjet 5200C Scanner, 1 HP LaserJet 4100N Printer, 1 Dell GX 150, 1
13444 Dell GX 240 TLC, Panasonic and Aladdin Genie and Telesensory Xerox (text-
13445 enlarging), special monitor, and software programs such as JAWS and ZoomText and
13446 adjustable table.

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13449 **Self Evaluation**

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13451 **The College meets this standard.** Most areas of the institution are well served by
13452 available technology resources. There is a sufficient number of computers to support
13453 instructional programs and student services needs. The online ordering system that will
13454 be in operation in Fall 2007 will enhance the Media Center services, making them more
13455 efficient and accountable. However, limited fiscal resources for technology services,
13456 hardware and software have severely affected certain, specific areas of the college:

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13458 • In the Telecommunications classrooms, there are old US Mach computers, which
13459 are not able to run the most up to date software

13460 • (Is this information up-to-date?)The CALT microcomputer labs are in need of
13461 equipment and software upgrades. All hard drives in the microcomputer
13462 classrooms, a total of 108, need to be upgraded from 18.6GB. In addition six
13463 printers need to be upgraded. There has been a reduction in staffing in the
13464 microcomputer lab since the time of the last accreditation, resulting in fewer staff
13465 to assist students, particularly in the evening, and there is no longer assistance on
13466 Saturdays. There is no budget for equipment repair or necessary upgrades.

13467 • Even though the videotape collection has 152 more videotapes than reported in
13468 the last Accreditation visit, that number is well below the minimum video
13469 collection size of 1.250 titles for a community college with the number of FTES
13470 that Skyline has (between 5,000-6,999), as recommended by the American
13471 Library Association (ALA).

- 13472
- Media Services does not have sufficient personnel to serve the entire college community efficiently and effectively.
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- 13474
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13476 The student services survey revealed that many students are pleased that they had access to computers and computer labs on campus because they don't have computers at home.

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13478 **Need a citation for this survey.** There were a number of comments about the need to

13479 have more computers in the library and more time to use them. Many students

13480 commented on the lack of available computers and that some of the labs had old

13481 computers and outdated software which hindered learning and preparation for entering

13482 the workforce.

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13484 **Planning Agenda**

- Additional resources will be sought to develop a comprehensive inventory and replacement cycle for all computer equipment, software and licenses
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C.2

Technology planning is integrated with institutional planning. The institution systematically assesses the effective use of technology resources and uses the results of evaluation as the basis for improvement.

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13490 **Description**

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13492 Technology is integrated with institutional planning. The Institutional Planning Council (IPC) and the Education and Facilities Master Plan Committee (EFMP) are responsible

13493 for ensuring that technology resources are incorporated into the planning efforts. All

13494 capital improvement projects include a technology infrastructure that will meet faculty

13495 and student needs and keep pace with technological changes. The newest buildings on

13496 campus, the new Student Union and Science Annex, are equipped with Smart classrooms,

13497 wireless hubs and state of the art equipment. In addition, all classrooms in renovated

13498 Building 8 are Smart classrooms.

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13501 The program review process and development of the three year work plans provide a

13502 vehicle for faculty and staff in instructional and student services divisions to identify their

13503 personnel and technology needs. These requests are then forwarded to the College

13504 Budget Committee (CBC), the body responsible for reviewing and prioritizing budget

13505 requests. In addition, the Instructional Leadership Team (ILT) is responsible for

13506 allocating the Instructional Equipment funds. Instructional and student services deans

13507 develop technology request which are forwarded to the ILT. These are then reviewed and

13508 prioritized and forwarded to the President for final approval.

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13511 **Self-Evaluation**

13512 **The College does not yet meet this standard.** Systematic assessment of the effective

13513 use of technology resources is needed.

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13515 **Planning Agenda**

- 13516 • The Technology Advisory Committee will develop an annual report to assess
- 13517 effectiveness of technology in meeting institutional needs. Same as C31

13518

13519 **Evidence resources:**

13520

13521 III.C.1.a. Loan to Own

13522 http://ctlonline.net/support/loan_to_own.html

13523

13524 III.C.1.a. CTL Home Page

13525 www.ctlonline.net

13526

13527 III.C.1.a. District Instructional Technology Council (DITC)

13528 <http://www.smccd.net/accounts/ditc/>

13529

13530

13531 III.C.1.a. Education & Facilities Master Planning Project

13532 [http://www.smccd.edu/accounts/skypro/Ed%20Facilities%20Master%20Pl](http://www.smccd.edu/accounts/skypro/Ed%20Facilities%20Master%20Plan%2006/education_and_facilities_master.htm)

13533

13534

13535 III.C.1.a. Education Master Plan 2006 .pdf

13536 [http://www.smccd.edu/accounts/skypro/ed_master_plan](http://www.smccd.edu/accounts/skypro/ed_master_plan_06/education_and_facilities_master.htm)

13537 [06/education_and_facilities_master.htm](http://www.smccd.edu/accounts/skypro/ed_master_plan_06/education_and_facilities_master.htm)

13538 [www.smccd.edu/accounts/skypro/e](http://www.smccd.edu/accounts/skypro/ed_master_plan_06/education_and_facilities_master.htm)

13539 [d%20facilities%20master%20plan%2006/skyline%20education%20plan%20report%20vr3.pdf](http://www.smccd.edu/accounts/skypro/ed_master_plan_06/education_and_facilities_master.htm)

13540

13541

13542 III.C.1.a. Acceptable Use Policy **Evidence**

13543 <http://www.smccd.edu/accounts/skylib/accept-use-policy.htm>

13544

13545 <http://www.csub.edu/InfoRes/UsePolicies.htm>

13546

13547 III.C.1.a. CALT - Microcomputer Lab

13548 www.smccd.edu/accounts/skycalt/

13549

13550 III.C.1.a. www.smccd.edu/accounts/ditc/ (DITC General Homepage)

13551

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13553 III.C.1.a. See technology advisory committee (tac) goals, draft attachment (2006-

13554 2007 goals)

13555 Iii.c.1.a. Technology advisory committee agenda & summery of meeting (see hard

13556 copy 10/03/06)

13557

13558 Iii.c.1.a. Skyline College technology plan, (1998)

Iii.c.1.a. Skyline College technology plan 2005 draft #1

13559		
13560		
13561	III.C.1.b.	Bootup Camp Schedule
13562		http://www.smccd.net/accounts/bootupcamp/schedule.html
13563		
13564		Bootup Camp FAQs
13565		http://www.smccd.net/accounts/bootupcamp/faq.html
13566		
13567		Bootup Camp List
13568		http://www.smccd.net/accounts/bootupcamp/topiclist.html
13569		
13570		Bootup Camp Eligibility
13571		http://www.smccd.net/accounts/bootupcamp/eligibility.html
13572		
13573		Bootup Camp Attendees
13574		http://www.smccd.net/accounts/bootupcamp/attendees.html
13575		
13576		
13577	III.C.1.b.	WebReady
13578		http://www.smccd.net/accounts/webready/
13579		
13580		Websavvy
13581		http://www.smccd.net/accounts/ctl/websavvy/assign.html
13582		
13583		
13584	III.C.1.c.	From Student Campus Climate Survey
13585		http://www.smccd.edu/accounts/skypro/Surveys%20&%20Focus%20Group%20Studies/Noel%20Levitz%20-%20Spring%202006/Executive%20Summary%20Student%20Survey.pdf
13586		
13587		
13588		
13589		
13590		Additional Web-Site Resources
13591		
13592		Student Computer Usage Survey (Office Of PlanninG & Research)
13593		www.smccd.edu/accounts/skypro/Surveys%20&%20Focus%20Group%20Studies/comuse.html
13594		
13595		
13596		Facilities Master Plan Final Report
13597		www.smccd.edu/accounts/skypro/Ed%20Facilities%20Master%20Plan%2006/MasterPlan_final_report_081406.pdf
13598		
13599		
13600		Distance Education
13601		www.smccd.edu/accounts/skypro/Ed%20facilities%20Master%20Plan%2006/Skyline%20Education%20Plan%20Report%20vr3.pdf
13602		
13603		
13604		Reports On Results Of 1998-99 Faculty Institutional Survey

13605 www.smccd.edu/accounts/skypro/Surveys%20&%20Focus%20Grtoup%20Studies/HERI99.pdf

13606

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13608 Skyline College Classified Staff Institutional Survey Results, Fall 2000

13609 www.smccd.edu/accounts/skypro/Surveys%20&%20Focus%20Group%20Studies/class00.html

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13612

13613 Student Perception Of Skyline College (Office Of Research & Planning)

13614 www.smccd.edu/accounts/sxkypro/research6/2000stu/00stuprc.html#top

13615

13616

13617 Student Growth Through Educational Experiences (Office Of Planning &

13618 Research)

13619 www.smccd.edu/accounts/skypro/research6/2000stu/00stugrow.html#top

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13621

13622 2006 Education Master Plan – Top 10 Recommended Initiatives

13623 http://www.skylinecollege.edu/skynotes/pdf_Files/Educational%20Master%20Plan%20Recommendations.pdf

13624

13625