# MEETING OF THE ACADEMIC TECHNOLOGY COMMITTEE
## Thursday, September 25, 2014
## 2:00 – 3:30 p.m.
## Room LL 104
## A G E N D A

I.   CALL TO ORDER

II.   ACTION

    A.   Approve minutes

    B.   New Business
       1.   DIL
       2.
       3.   Other

III.   INFORMATION
    A.   POET/Blackboard Status
    B.   Accreditation Status
    C.   Distance Education Workgroup
    D.   Media Center Visits
    E.   Course Transfer update
    F.   Interpreter access to Blackboard
    G.   Other

IV.   ANNOUNCEMENTS

V.   MEETINGS: (LL 104) 2:00 – 3:30 pm / 2nd, 4th Thursdays

    **10/9**
    **10/23**
    **11/13**

VI.   ADJOURNMENT

Bartulis, Mike
Canon, Terrie
Donovan, Karen
Eighmey, James
Fernandez, José
Forney, Marlene
Goldsmith, Sherry
Hiro, Erin
Lupica, Pat
Martin-Klement, Jackie
McGurk, Karen
Mendoza, Paulino
Payn, Lillian
Thuleen, Nancy

# DIGITAL LITERACY ASSESSMENT
RECOMMENDATION TO THE SENATE
September 25, 2014

1. **BACKGROUND:** The Academic Technology Committee conducted a study to address Digital Information Skills; as a result, the committee identified a number of Issues that impact student success: Digital Divide, Identify At-Risk Students, Set Entry Standards for High Schools, and Meeting Accreditation Standards. The committee determined that Palomar College needs to be proactive in assessing incoming students for technology skills as well as provide remediation. The Committee also listed the necessary technical skills required to complete classes successfully, which included basic computer, MicroSoft Office, and Internet skills. The Committee felt it was more realistic to adopt an existing validated assessment tool rather than producing our own. As a result of a meta-analysis of existing published tests, Northstar was selected as the best assessment tool.

2. **The NORTHSTAR SOLUTION**: The Committee voted to approve the Northstar solution (https://www.digitalliteracyassessment.org/).
    a. The rationale is that it is national, grant-funded, modular, and scalable. Northstar processes 4 – 8,000 tests per week.nationally.
    b. The basic computer digital literacy standards and modules cover eight main areas: Basic Computer Use, Internet, Windows Operating System, Mac OS, Email, Word Processing (Word), Social Media, and Excel. (Northstar has recently added new modules, which indicates that this instrument is continually evaluated and updated. Also, note that the institution can select which modules are included in our assessment.)
    c. In our field tests, the students self-reported their scores, but the Committee members felt it was important to have the scores reported via the software directly to Palomar College for tracking. Field tests were conducted by Prof. Kelly Falcone and Prof. Jackie Martin-Klement in their classes.
    d. COSTS:
        i. The testing itself is free to students, who can receive a certificate or badge of completion upon passing the modules.
        ii. In order to become a "sponsored" site and brand the test to Palomar College, there is an annual fee of $1,200.
        iii. To avoid a labor intensive solution of student reporting and/or processing the free certificate at Palomar College, the Committee recommends transferring the test scores directly to our PeopleSoft system. There are two ways to accomplish this:
            1. The latest version of PeopleSoft can connect directly to NorthStar with no extra charge. However, we do not have the latest version, and Palomar's PeopleTools has no firm update schedule (approximately 2 years from now is projected).  OR….
            2. Approximately $20,000 for the SOA Gateway (Service-Oriented Architecture Security solution) to transfer the payload from the current web gateway to our legacy PeopleTools component of PeopleSoft.
    e. ACCESSIBILITY: A major challenge is to accommodate students who need assistance to complete a technology assessment. Sherry Goldsmith verified that this assessment is not acceptable because it is mouse-based. (Our meta-analysis did not find any assessments of technology skills that were not mouse-based.) We conferred with an institution (Midwest Special Services in Minnesota) in order to discuss their practices; they stated that it was acceptable for them to

have staff sit with special needs students to go through the assessment as required by each individual challenge.

3. **IMPLEMENTATION**. Options:
   a. Assessment Day battery of tests. Official results will appear on transcripts.
   b. 1-credit as part of registration.
   c. Included in the First Year Experience and TLC.
   d. Remediation can be identified through existing classes on campus, DRC, CSIS, Business. Students will automatically receive a list of recommended and/or required courses they would need to complete based on their Northstar test scores.

4. **K – 12 Alignment**. We have had conversations with instructors at both Vista and Oceanside School Districts. They are looking to us to set the standards they will teach. As they prepare students to achieve the standards in Northstar, then we will have increasingly prepared incoming students.