

Equitable Distribution of Information Technology

West has shown progress toward the equitable distribution of information technology by offering numerous workshops on multiple aspects of technology, specifically to enhance teaching and provide training on the use of instructional technology.

West's Tech Fairs include workshops on using technology in the classroom and encourage faculty-to-faculty exchanges in using technology in courses and student services. They support Objective 4 of the Educational Master Plan (Build upon and support WLAC's diversified modes of instructional delivery) by providing instructional technology training to faculty and staff to ensure the quality of online, hybrid, and on-ground courses, provide additional ETUDES training, and explore ways to make services to students available online. West's first Tech Fair was held in Spring 2007 as a one-week event. Tech Fair 2008 grew into a two-week event, and increased demand for workshops led to the development of a second Tech Fair in Spring 2008. Tech Fair workshops are currently offered year-round.

The Tech Fairs are sponsored in part by West's Title V and Title V Cooperative grants. They have also funded training to faculty to put course information such as syllabi and other essential course documents online using ADXStudio, a web-based tool. 174 faculty have attended training, and 97 syllabi are available online. Forty participants have been trained at Tech Fairs in hands-on workshops on various software applications.

West' first annual Tech Fair was held from April 16-19, 2007 and focused on the theme *Integrating Technology to Enhance Student Success*. The four-day Fair included 19 workshops on topics ranging from *Programs for Language-Impaired Students*, *Online Counseling Programs*, *Podcasting in Education*, *Online Tutoring Program*, *Student Learning Outcomes*, *How to Enrich Your Lecture with Multimedia*, and *Online Cheating and Plagiarism*. Thirty-nine faculty and staff attended the various workshops. In addition, Tech Fair 2007 featured keynote speaker Dr. Cecilia Macheski, Director of Curriculum and Assessment at LaGuardia Community College. She led a session with West's division chairs, faculty leaders, and administrators on *Making the "Freshman Year Experience" Happen*. She also led general sessions open to all faculty and staff on an *Overview of LaGuardia's First Year Experience and Learning Community Programs* and a workshop on *ePortfolios*. LaGuardia Community College is a recognized leader in the growing ePortfolio field.

Tech Fair 2008: *Teaching Technologies and Student Learning* was held from April 21-May 1, 2008. The two-week fair had 22 workshops on *Putting Your Syllabi Online*, *Voice Recognition Software*, *Simple Answers to Your ETUDES-NG Questions*, *The Digital Media Lab: A Technical Hub for Educational Institutions*, *Cohort Building Through Paired Courses – Ground ESL 8 with Online Art 102*, *Museum Workshops as Supplement to Online Classes*, *Blogging for Education*, and *Educational Use of Video*. Eighty-one faculty and staff were in attendance. Tech Fair 2008 hosted Keynote Speaker Dr. John Ittelson, Director of Instructional Technologies, K-20 California Educational Technology Collaborative. He discussed *ePortfolios*, the implications of electronic portfolio technology for students, faculty and staff, and how to build a successful roadmap. Dr. Ittelson represented the CSU Chancellor's Office as the lead on involvement with ePortfolio initiatives in the CSU system and other national collaborative activities on ePortfolios.

West also held Tech Fair 2 from May 21-June 5, 2008 focusing on the theme *Technology and Best Practices for Retention*. Faculty meetings with Deans were scheduled to discuss enrollment, retention, persistence and facilitating student success. Twenty workshops were scheduled with topics on *Online Counseling – Reaching All Students*, *Online Teaching Components for Math and Science Courses*, *Putting Your Syllabi Online*, *The Hybrid and the Wide-Awake Student*, and *Actualizing the Global Classroom*. Tech Fair 2 had 86 faculty and staff in attendance at the different workshops.

Tech Fair – Fall 2008 had 13 workshops during November and December 2008 on topics such as *Using Technology to Teach a Multi-Modal Pedagogy, Introduction to Web 2.0 Technologies, Tasks, Tests, and Surveys on ETUDES-NG, ePortfolios, Online Pedagogy, and Putting Your Syllabi Online*. Thirty-nine faculty and staff attended. Tech Fair – Spring 2009 is in the planning stages.

175 faculty have been funded to complete and put Student Learning Outcomes online. Twenty-nine math instructors have been taught to use Math CAI (computer-aided instruction). Thirty people have been funded to develop 48 courses into hybrid/online mode of delivery and online support modules, such as online library research tutorials.

Faculty and staff can request equipment to use in support of developing hybrid/online courses or for smart technology in the classroom. Equipment requested such as laptops or podcasting technology are used in the development of components for hybrid/online courses or in the development of materials to enhance face-to-face courses. The opportunity to request equipment has been announced at Divisional Council, Senate, and Staff Development meetings. 153 requests for instructional technology tools have been fulfilled in the following divisions/departments: Academic Affairs, ACT, Behavioral & Social Sciences, Business, CEMA, Child Development, Distance Learning, DSP&S, EOP&S, Humanities & Fine Arts, Language Arts, Library, Math, PE, Science, and Student Services.

Technical staff from IT, Instructional Media Technology, and the Tech Master Plan Committee has scheduled and are scheduling general information sessions on new technology so faculty can get information about new trends and how to order equipment. The technical staff and faculty are discussing instructional technology options that are current and are planning, choosing, and standardizing instructional technology equipment for offices and classrooms.