

**MINUTES**  
**High Tech Center Training Unit Advisory Committee Meeting**  
**High Tech Center Training Unit – De Anza Community College**  
Friday, May 7, 2004

**COMMITTEE MEMBERS**

Carl Brown	HTCTU, De Anza	HTCTU Director	present
Myra Lerch	Butte College	Region 1	present
Thad Selmants	Sierra College	Region 2	present
Judy Lariviere	Skyline College	Region 3	present
Kathleen Allen	Chabot College	Region 4	present
Laura Ingram	Merced College	Region 5	present
Laurie Vasquez	Santa Barbara City College	Region 6	present
Lyn Clemons	El Camino College	Region 7	not present
Vacant	Vacant	Region 8	
Brian Brautigam	Victor Valley College	Region 9	present
Carl Fielden	Grossmont College	Region 10	present

**STAFF/PRESENTERS**

Peggy Tate	Chancellor's Office	not present
Bob Martinengo	ATPC	present

**New Business**

Laura Vasquez suggested adding a link to OmniPage14 from ScanSoft. Instead, Carl Brown said that we could add a link to the Foundation's webpage so people can examine all the software made available through the California Community Colleges Foundation.

**Staff Reports**

**Learning Disability Research Project**

The PDF Aloud project is entering its final phase in which transcripts will be collected from students taking the PDF Aloud training and social science courses during the spring semester. The data will be analyzed and findings reported. Additionally, a survey questionnaire has been distributed to participating students concerning their use of PDF Aloud, likes and dislikes of the software and its operation.

Findings to date have not identified any significant differences in the academic performance of students with learning disabilities versus their nondisabled peers in the grade point averages and completion rates of students taking social science courses in the California community colleges. Carl expects the completion of the survey early summer. With regards to the study on Stacey Kayden's instructional methodologies, results will be completed before summer. Colleges participating in the PDF aloud study will receive a stipend of \$500 at the completion of the project.

### **Selecting LD Software Rewrite**

The rewrite of the LD software is in progress. Goals, objectives and timelines have been established. Participating members of the rewrite team have been identified. The resulting document will be entirely web-based. Marcia Krull and Sue Norton have taken on the responsibility of rewriting those portions of the document describing the technical aspects of each test component and its interpretation. HTCTU advisory committee members shared suggestions for additional software that might be considered for review.

### **Alternate Media Database Production**

The alternate media database project is well under way. HTCTU advisory committee members were shown a set of data tables and flowcharts as a starting point for identifying the final structure of the revised database. An alternate media database advisory committee has been established.

Carl summarizes the HTCTU year end report. The program is still getting a 20% drop rate from people who registered for training and don't show up. The HTCTU is planning for a revision of the registration database so users can register for trainings online and also see the workshops they have attended as well as receiving automated email training confirmation.

Carl also mentioned that CCC Live Caption has created a time-limited window of opportunity to caption any videos related to distance learning including digital clips, regular VHS and DVDs.

### **HiSoftware**

Sean reported that 53 colleges have asked for information regarding the AccVerify and AccRepair tool that performs web evaluation and repair. Colleges have been less aggressive about using the server-based AccMonitor perhaps because it requires more interaction with their IT group or the campus web master. At the end of May, the HTCTU will begin scheduling Hi-Caption trainings. In June, HTCTU will offer the AccVerify and AccRepair workshops to community college faculty. Training in AccMonitor is planned for the end of summer. Generally, the HiSoftware tools so far have had a very good reception.

## **Transcoder**

All California community college URLs and domains have been loaded into the system and are currently functional along with information on how to implement the transcoder. This information is located on the HTCTU website under Web Accessibility. Sean stressed that Transcoder is not a substitute for making a web site fully accessible. The transcoder is a free resource for the California community colleges. It also works on PDA devices.

## **WebAim**

There are already 60 WebAim users enrolled in CVC3, and 10-15 for CVC4. Sean gave a quick recap about WebAim. The training material is a compilation of a 3 week course on web accessibility focused on how individuals access the web using different assistive technologies and tutorials which include an overview of the laws and legal standards. He is now working with web designers to provide a better navigational structure for faculty web developers and for people who want to learn about WebAim. This will hopefully be up and running within a month.

In addition to the WebAim content, CVC Region 4 and the CSU system want to do a collaboration or partnership with the HTCTU for developing a more facilitated and structured approach to making the web based accessibility training more effective including quizzes and assessments.

WebAim is developing an online course that is directed and focused on policy and procedures.

## **Daisy Update**

Sam gave a quick overview and history of DAISY (Digital Accessible Information System) to the committee. The HTCTU is currently working on two projects: the evaluation of current Daisy players along with an evaluating the Daisy production tools. The comparison chart of Daisy players will include a short description of each player, including its features and functions. The chart will also include battery life and most importantly the cost of each player.

The HTCTU is actively evaluating Daisy production tools. Dolphin, has just released the Ease Publisher, a tool that creates Daisy books, and is one of the production tools HTCTU is evaluating right now. The majority of these Daisy production tools are not suited for community college production. Instead they are focused on larger institutions like RFB&D or the commercial production of books in Daisy formats. Cost of these production tools is quite high. The Ease Publisher is \$4,000 per computer and involves a fairly complex process. The HTCTU hopes to announce a much more appropriate and economical approach to the production of Daisy books at the next advisory committee meeting.

The HTCTU is moving towards providing more online resource to the California Community Colleges. These include: HiSoftware, Transcoder, WebAim and eventually the daisy converter and with the ever growing Alternate Media database.

## **ATPC Status Report**

Bob Martinengo shared with the committee a list of books requested for text production identifying multiple requests per title and the number of times a particular title was requested. Approximately 200 titles were identified that were difficult to acquire from publishers.

The next ATPC advisory meeting will be held in Hayward hosted by Kathleen Allen of Chabot College. The ATPC is also in the process of hiring a full time Director for which the job description still has to be approved.

Carl Brown discussed with the committee an HTCTU sponsored presentation by Access Board/ Pacific DBTAC at the upcoming CAPED conference. The plan is to do one full day of comprehensive training. There will be a guest presenter, David Baquis an accessibility specialist from the U.S. Access Board along with a representative from DBTAC, Erica Jones. Breakfast and lunch will be provided during the workshop. A list of proposed program content was provided to the committee. The session will end with Q&A with the guest presenters. The entire conference will be live web cast, audio only and fully captioned.

The HTCTU is approaching its 20<sup>th</sup> year anniversary. Carl Brown, HTCTU Director, is looking at contracting a reporter/writer, Bill Workman of the San Francisco Chronicle to document the history of the HTCTU as well as all the people who have been involved and their contributions to the program. This write-up will capture how the HTCTU grew and changed, what it looks like now, how it has changed peoples lives and the current activities of the program.

In September, 2004, some advisory committee members will have reached the end of their term for even-numbered regions. Members from those colleges will have to go back to their regions and determine whether they will continue to represent their regions or whether new regional representative will be appointed.

### **Handouts Provided**

- Minutes, February 6, 2004
- HTCTU Year End Report (Final Draft)
- LD Research Project database sample (text and picture form)
- 508 Conference program summary
- ATPC request list

**Next Meeting:** September 24, 2004