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Page 1: For Annual Planning/Program Review Requests

Q1 Technology Plan Year **2019-2020**

Q2 Title of Request

Cornerstone

Q3 Location of Request

Online

Q4 Discipline

All

Q5 Department

All

Q6 Contact Person

Name **Kerry Kilber Rebman**
Email Address **kerry.kilberrebman@gcccd.edu**

Q7 Description Please provide a brief description of the technology/software or technology project and its core goal(s).

Cuyamaca College currently uses a cobbled together system for faculty professional development. This system is unstable. The California Community Colleges Vision Resource Center, or VRC, (formerly the Professional Learning Network), supported by the California State Chancellor's Office, is recommending use of Cornerstone, a professional development solution that will integrate all of our professional development needs and automate much of our workflow.

Page 2: Proposal Justification

Technology Request Form

Q8 Please explain how the technology or enhancement supports the strategic plan. Include information on how students will be impacted and/or employees or the college or district overall. Consider whether this would be a district-wide implementation. Which Strategic Plan priority (or priorities) are supported by this request? To access the Strategic Plan, please click [here](#).

Basic Skills ,
Acceleration
Guided Student Pathways ,
Student Validation and Engagement ,
Organizational Health

Q9 How does the request support the above priorities?

This solution would support all areas of the strategic plan in that it can help the college provide relevant and timely professional development opportunities in an efficient manner. It would specifically support the Organizational Health priority by supporting a robust professional development program for all employees. Once set up, faculty and staff would be able to participate in a wide variety and large quantity of professional development as Cornerstone will suggest PD options based on faculty/staff interest. Cornerstone will save staff time and improve communication about professional development. Cornerstone will also allow the administrator to “push” learning opportunities to specific employee groups. We are proposing a Cuyamaca pilot, but this system could be extremely useful for classified professional development districtwide, especially for compliance training and tracking (Cornerstone can be integrated with compliance training systems like Keenan (or other SCORM systems). Compliance training is necessary to prevent lawsuits and meet accreditation requirements.

Q10 Who would this impact? Please select all that apply.

Students,
Employees,
College,
District

Q11 How would this impact the above group(s)?

Employees would have increased access to relevant and timely professional development opportunities. The goal would be to ensure these opportunities help faculty and staff directly impact student success and experiences. This would in turn affect the efficiency and effectiveness of the entire college and potentially the district.

Q12 Does the technology support a state-wide initiative or is it a legal mandate or in support of a legal mandate?

Yes

Technology Request Form

Q13 If yes, please explain how the technology supports a state-wide initiative or is it a legal mandate or in support of a legal mandate?

This project supports the State Chancellor's Office Vision for Success goals, Equity, OEI (Online Educational Initiative), Guided Pathways, and Student Success initiatives in that the OEI has identified strategies for online instructors to use maximizing learning opportunities for all students. The use of Cornerstone LMS allows all faculty to gain access to various professional development opportunities to impact their teaching online and face to face as well as collaborate with other faculty system wide. The ability to customize and organize professional development into a virtual resource; enable a highly searchable listing of effective practices, provide a discussion board for faculty and staff to communicate across disciplines, and make available a PD calendar of events would serve to enhance and support faculty and staff who are working toward these statewide initiatives. Tracking faculty flex hours is required by the state and is used for payroll. We could also track compliance training for legal mandates like accessibility.

Q14 Please be aware that projects, once approved, are typically scheduled 6 months to a year in advance. Consider the consequences if the technology/software is not implemented, upgraded or renewed. What are the consequences if the technology/software is not implemented/upgraded, or renewed? Examples: Security concerns, loss of FTES, mandates, accreditation, etc.

If we do not adopt Cornerstone, we will continue to struggle to provide faculty information about how many PD hours they are required to complete for any given semester or year, and help them track their progress. In addition, we will not be integrated with the Vision Resource Center thus requiring employees to access these resources outside of the professional development framework. The college is at the mercy of Google in that when it goes down, or changes any formatting, we usually find out when a submission goes missing or something does not post correctly. This would most likely involve manual processes that require staff time.

Q15 What is the number of students impacted per semester if the technology/software is not implemented, upgraded or renewed?

6800

Q16 What is your preferred time for implementation?

Fall 2019

Q17 Tell us how the data you have supports the implementation of the technology. This can be qualitative or quantitative in the form of surveys, observations, SLO or other assessment data, institutional research data or other reports and data.

Our current workflow includes many manual processes that could be automated to save valuable staff time. We currently do not track completion of compliance training. The current professional development systems uses Google forms, calendar, Canvas and Google sheets. Tracking faculty PD hours is very time intensive. Faculty must search through various web sites to find PD opportunities outside of Flex Week as well as keep a record of their PD activities for audit purposes. Response rate of workshop evaluations is very low as there is no way to require it.

Q18 Please attach any supporting data/documentation using the "Upload" button below.

Respondent skipped this question

Page 3: COST ANALYSIS

Q19 Is the request for hardware or software? **Software**

Q20 Is the request for new or an upgrade to existing technology? **New (new to the campus)**

Q21 Estimated or known total initial cost of request: This includes hardware and software maintenance, licences, taxes, fees, shipping, storage, etc.

The software is free from the state. The cost is in the time for IT to integrate the system. Cornerstone integration with a data feed from WorkDay, or other employee database is required. This would be a onetime set up, with automated updates on a regular basis. Each college and the District would launch individual instances of Cornerstone, but should work together to establish a unified effort. Palomar College implemented Cornerstone for their faculty and staff and their IT staff is willing to help our IT staff with the data feed format and process (Theirs is integrated with a data feed from PeopleSoft). CCCTechConnect will offer ongoing tech support as well as assistance with integration and set up.

Q22 Funding Source: Other (please specify):
No funds needed - only time from District IT.

Q23 Please attach quote using the "Upload" button below. **Respondent skipped this question**

Q24 Evaluationi. How do you plan to evaluate the technology after implementation?

By running reports of number and type of activities completed by employees.

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Q25 Are you ready to submit your technology request? **Yes**
