

Chabot College Institutional Core Values and Framework

A. Vision

Chabot College is a learning-centered institution with a culture of thoughtfulness and academic excellence, committed to creating a vibrant community of lifelong learners.

B. Mission Statement

Chabot College is a public, comprehensive community college that prepares students to succeed in their education, progress in the workplace, and engage in the civic and cultural life of the global community. The college furthers student learning and responds to the educational needs of our local population and economy. The college serves as an educational leader, contributing its resources to the intellectual, cultural, physical, and economic vitality of the region. Recognizing that learning is a lifelong journey, the college provides opportunities for intellectual enrichment and physical well-being of all community members who can benefit.

C. Values

LEARNING AND TEACHING

- Supporting a variety of teaching philosophies and learning modalities.
- Providing an environment conducive to intellectual curiosity and innovation.
- Encouraging collaboration that fosters learning.
- Engaging in ongoing reflection on learning by students and by staff.
- Cultivating critical thinking in various contexts.
- Supporting the development of the whole person.

COMMUNITY AND DIVERSITY

- Building a safe and supportive campus community.
- Treating one another with respect, dignity, and integrity.
- Practicing our work in an ethical and reflective manner.
- Honoring and respecting cultural diversity.
- Encouraging diversity in our curriculum and community of learners.

INDIVIDUAL AND COLLECTIVE RESPONSIBILITY

- Taking individual responsibility for our own learning.
- Cultivating a sense of social and individual responsibility.
- Developing reflective, responsible, and compassionate citizens.
- Playing a leadership role in the larger community.
- Embracing thoughtful change and innovation.

Unit Plan: Description of the Unit

Unit: Instructional Technology Center

Division or Area to Which You Report: Applied Technology and Business

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***Audience:** To be read and responded to primarily by Marketing and Outreach*

***Purpose:** Used for public relations, used in catalog and/or brochures, grant applications. Marketing & recruiting materials*

***Instructions:** Write about one paragraph which should include the unit's mission statement. You may include an image or picture, if you wish. You may use last year's description with updates or revisions as needed.*

Instructional Technology is the theory and practice of design, development, utilization management and evaluation of processes and resources for learning. The Instructional Technology Center (ITC) at Chabot College is a group of support services which includes training, resources, and ongoing support for those services. These services are designed to enable faculty and staff to effectively use technology for teaching as well as for general workplace tasks - all with the ultimate goal of enhancing student learning and success. General Services provided by the ITC:

- Course Management System (Blackboard) administration (course site setup, troubleshooting, etc.).
- Technical assistance to the Distance Education / Blackboard Student Support staff who provides all of the student support.
- Consultation and training for faculty using Blackboard to enhance on-campus courses.
- Consultation and training for faculty developing online or hybrid courses.
- Training for Blackboard-supporting software such as Respondus, SafeAssign, etc.
- Training for Microsoft Office, Adobe Creative Suite, Scanning, and other miscellaneous software.
- Design and development of software step-by-step guides.
- Distance Education administrative coordinator and support.
- Collaboration with District ITS on Blackboard, Snapshot, & Banner integration issues.
- Collaboration with Blackboard ASP for server maintenance and to resolve technical issues.
- Maintain knowledge base of Blackboard tools and known issues.
- Develop resource content on the following websites: Instructional Technology Center (training), Blackboard for Faculty, Distance Education / Blackboard support for Students, Online Learning.
- Participation & consultation with the Distance Education and Technology Committees.
- Website consultation, development, training, and publishing.
- Order supplies for Hub faculty/staff computer lab.

More information can be found on the [Instructional Technology Center website](#).