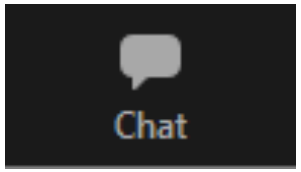
California Community Colleges | TechConnect

The Re-Launch of the DECT Grant by CCC TechConnect

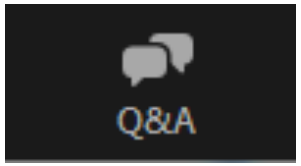
October 25, 2023 | 1:00pm

TechConnect (TechConnect Cloud, TechConnect Zoom, Tech Connect Online Teaching Conference) services are grant-funded by the California Community Colleges Chancellor's Office | Hosted at Palomar College

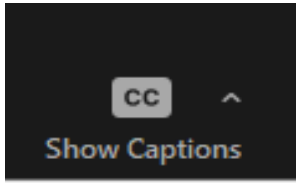
Housekeeping



Click “Chat” to read chat messages from the presenter



Click “Q&A” to submit a question and/or read other questions



Click “Show Captions” to read live captions

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What is TechConnect?

TechConnect is a California Community Colleges Chancellor's Office grant-funded project that provides multiple technology services to the students, administrators, faculties, and staff of all colleges in the system. It's products and services are specifically designed to:

- **Enhance the quality of learning materials**
- **Promote faculty-student engagement**
- **Streamline learning collaboration**
- **Promote consistency in the use of online learning technologies throughout the CCC system**

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CCC TechConnect Services

TechConnect Zoom	TechConnect Cloud	Online Teaching Conference
e- Conferencing Services	Video Services	Online Teaching Conference
Online meeting collaboration	Securely store your media in one place	Annual premier event for CCC faculty, staff and administrators
Web and video conferencing	Share your media to any audience	3 days of learning and sharing best practices for teaching in the classroom and online
Virtual office hours management	Viewable on any device, with no ads	Over 70 sessions, offering 10 hands-on pre-conference workshops
Auto-generated captioning for all meetings	Add media interactivity	Serves nearly 1000 attendees
Instant sharing	Closed captioning available	Over 40 sponsors and exhibitors
Integrates with Canvas	Live event coverage, video production & editing	
	Integrates with Canvas	

California Community Colleges | TechConnect

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California Community Colleges | DECT Distance Education Captioning & Transcription

California Community Colleges | TechConnect

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TechConnect/DECT Integration

TechConnect Zoom
e-Conferencing Services

Brings people together instantly.

- Online meeting collaboration
- Web and video conferencing
- Virtual office hours management
- Auto-generated captioning for all meetings
- Instant sharing
- Integrated with Canvas

DECT Grant

Provides funding

- Colleges' CC reimbursement
- 3C Media CC
- Preapproved CC vendors

TechConnect Cloud Video on Demand

Brings ideas together, stored securely and shared easily.

- Securely store your media in one place and share
- Video interactivity option
- Closed captioning assistance
- Viewable on any device, with no ads
- Live event coverage, video production and editing
- Integrates with Canvas

TechConnect/DECT Support

TechConnect Online Teaching Conference (OTC)

Brings clarity and best practices in online teaching to those who are teaching across time and distance

- Annual premier gathering of faculty, staff, and administrators leading the way in developing innovative and effective digital education
- Three days of learning, networking, and collaborating with colleagues, sponsors & exhibitors
- 1000+ attendees.

Agenda

- Re-Launch of the DECT Grant – What's the same, what's different?
- District Agreement
- Application for Funding
- End of Term Report
- Request for Proposals (RFP)
- DECT Website and TechConnect Support

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DECT Re-Launch: What's different, what's the same?

DECT grant recently was transferred from College of the Canyons to Palomar College. TechConnect is now administering the grant to CCC's. Term of Agreement: July 1, 2023 to June 30, 2028 (5 fiscal years).

- Same - The grant aims to assist all CCC's in facilitating live and offline captioning and transcription services for distance education and hybrid courses through the DECT program.

- Same - The program is intended to aid CCC's in improving their capacity to serve their disabled student populations and to ensure the accessibility of aural information used in the delivery of distance education.

- Different - Processes, procedures, and forms to obtain funding are slightly different based on TechConnect's and PCCD's accounting practices.

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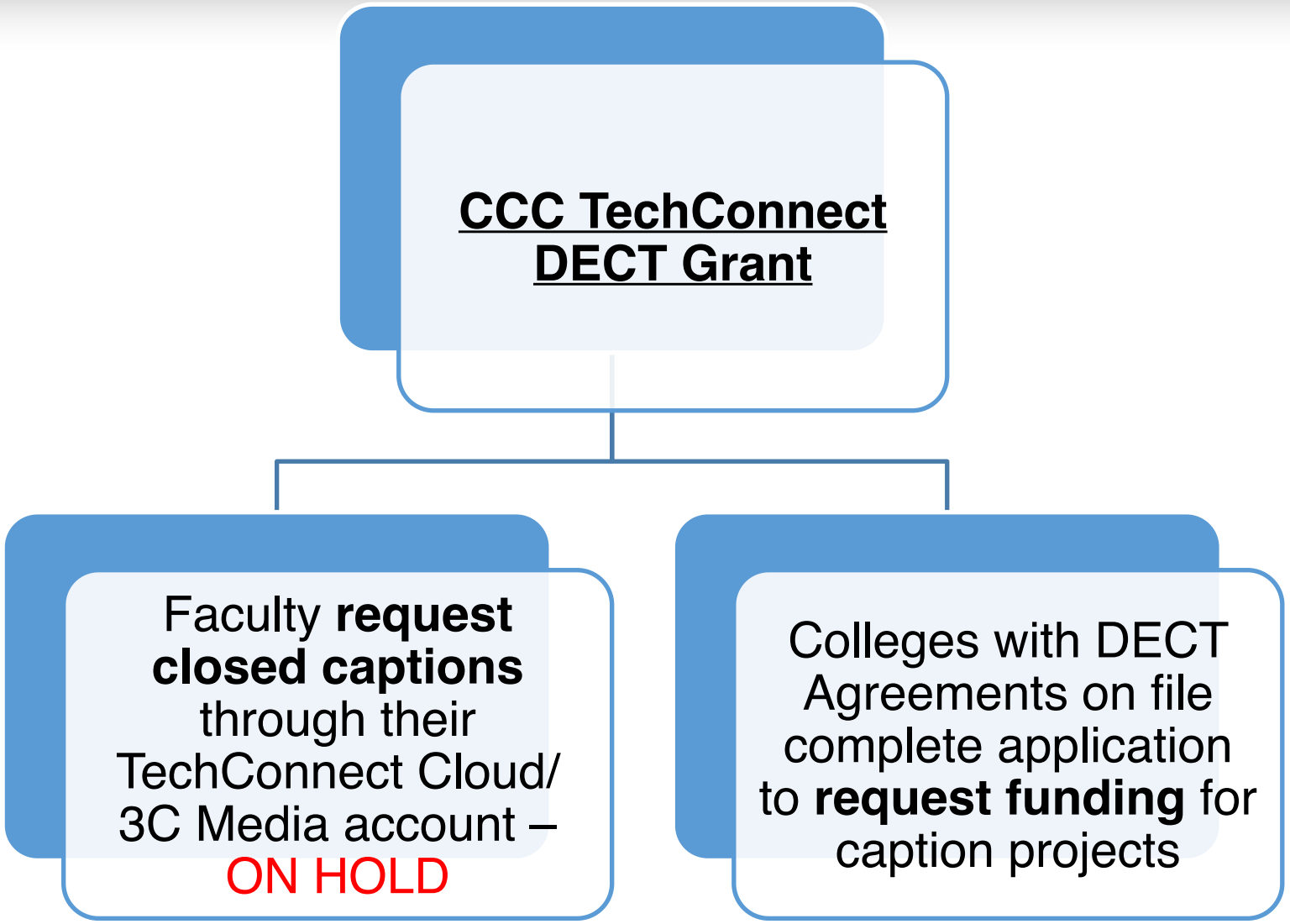
CCC TechConnect DECT



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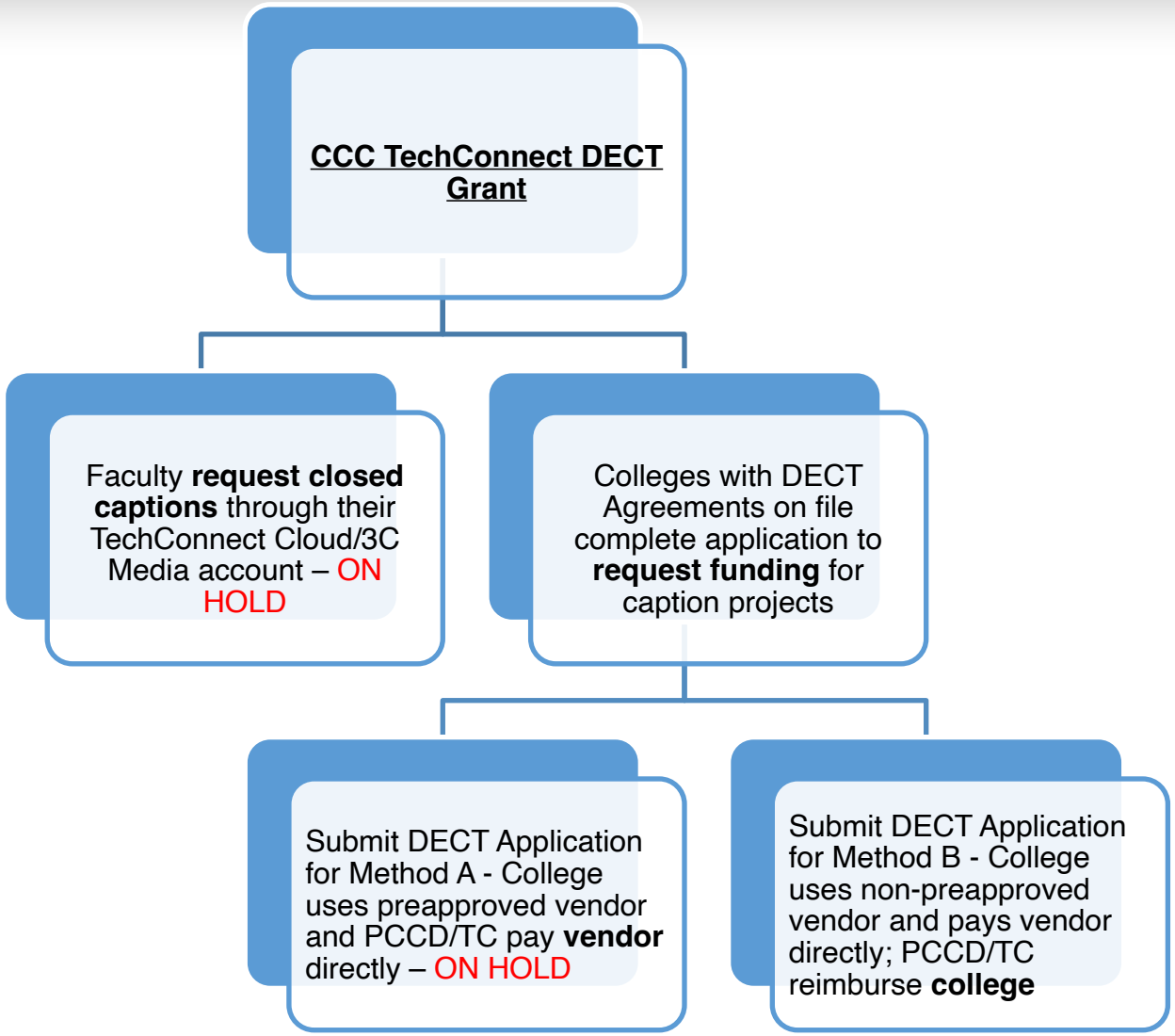
CCC TechConnect DECT



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DECT Agreement 2023-28

https://cccdectgrant.org/forms

California Community Colleges | TechConnect

DECT Agreement 2023-28

The Distance Education Captioning and Transcription grant (DECT) provides CCCs with funding for live and synchronous captioning and transcription as a means of enhancing the access of all students to distance education courses.

This form will gather information needed to prepare a DECT Agreement to email to District designated signatories.

Completing the DECT Agreement is a pre-condition for submitting DECT Applications for funding.

DISTRICT NAME *

Please do not submit this form if:

1) Your district name has '**PROCESSING**' next to it, as a made.

2) Your district has '**FINAL**' next to it, as an Agreement District.

Select

LIST ALL COLLEGES IN DISTRICT

COLLEGE 1 *

COLLEGE 2

COLLEGE 3

COLLEGE 4

COLLEGE 5

COLLEGE 6

COLLEGE 7

COLLEGE 8

COLLEGE 9

COLLEGE 10

DISTRICT DESIGNATED SIGNATORY NAME *

Attn to:

INSTITUTION ADDRESS *

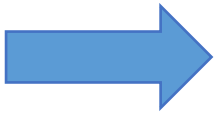
INSTITUTION CITY, STATE, ZIP *

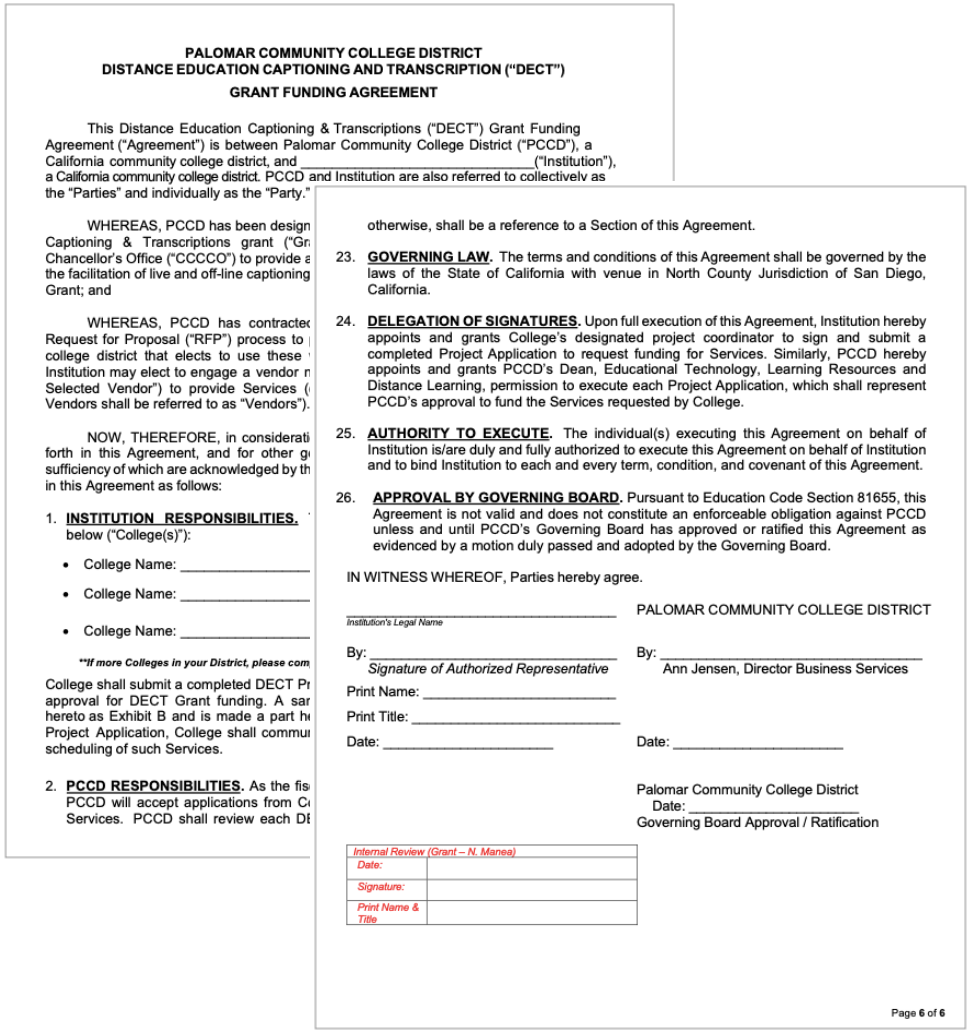
SIGNATORY PHONE NUMBER *

SIGNATORY EMAIL ADDRESS *

Send me a copy of my responses

Submit





PALOMAR COMMUNITY COLLEGE DISTRICT
DISTANCE EDUCATION CAPTIONING AND TRANSCRIPTION ("DECT")
GRANT FUNDING AGREEMENT

This Distance Education Captioning & Transcriptions ("DECT") Grant Funding Agreement ("Agreement") is between Palomar Community College District ("PCCD"), a California community college district, and _____("Institution"), a California community college district. PCCD and Institution are also referred to collectively as the "Parties" and individually as the "Party."

WHEREAS, PCCD has design Captioning & Transcriptions grant ("Gr Chancellor's Office ("CCCCO") to provide a the facilitation of live and off-line captioning Grant; and

WHEREAS, PCCD has contracted Request for Proposal ("RFP") process to college district that elects to use these Institution may elect to engage a vendor n Selected Vendor") to provide Services (Vendors shall be referred to as "Vendors").

NOW, THEREFORE, in considerati forth in this Agreement, and for other g sufficiency of which are acknowledged by th in this Agreement as follows:

1. **INSTITUTION RESPONSIBILITIES.** below ("College(s)"):
   - College Name: _____
   - College Name: _____
   - College Name: _____

   ***If more Colleges in your District, please com*

   College shall submit a completed DECT Pr approval for DECT Grant funding. A sar hereto as Exhibit B and is made a part h Project Application, College shall commu scheduling of such Services.

2. **PCCD RESPONSIBILITIES.** As the fis PCCD will accept applications from C Services. PCCD shall review each DE

otherwise, shall be a reference to a Section of this Agreement.

23. **GOVERNING LAW.** The terms and conditions of this Agreement shall be governed by the laws of the State of California with venue in North County Jurisdiction of San Diego, California.

24. **DELEGATION OF SIGNATURES.** Upon full execution of this Agreement, Institution hereby appoints and grants College's designated project coordinator to sign and submit a completed Project Application to request funding for Services. Similarly, PCCD hereby appoints and grants PCCD's Dean, Educational Technology, Learning Resources and Distance Learning, permission to execute each Project Application, which shall represent PCCD's approval to fund the Services requested by College.

25. **AUTHORITY TO EXECUTE.** The individual(s) executing this Agreement on behalf of Institution is/are duly and fully authorized to execute this Agreement on behalf of Institution and to bind Institution to each and every term, condition, and covenant of this Agreement.

26. **APPROVAL BY GOVERNING BOARD.** Pursuant to Education Code Section 81655, this Agreement is not valid and does not constitute an enforceable obligation against PCCD unless and until PCCD's Governing Board has approved or ratified this Agreement as evidenced by a motion duly passed and adopted by the Governing Board.

IN WITNESS WHEREOF, Parties hereby agree.

_____
Institution's Legal Name

By: _____
Signature of Authorized Representative
Print Name: _____
Print Title: _____
Date: _____

PALOMAR COMMUNITY COLLEGE DISTRICT

By: _____
Ann Jensen, Director Business Services

Date: _____

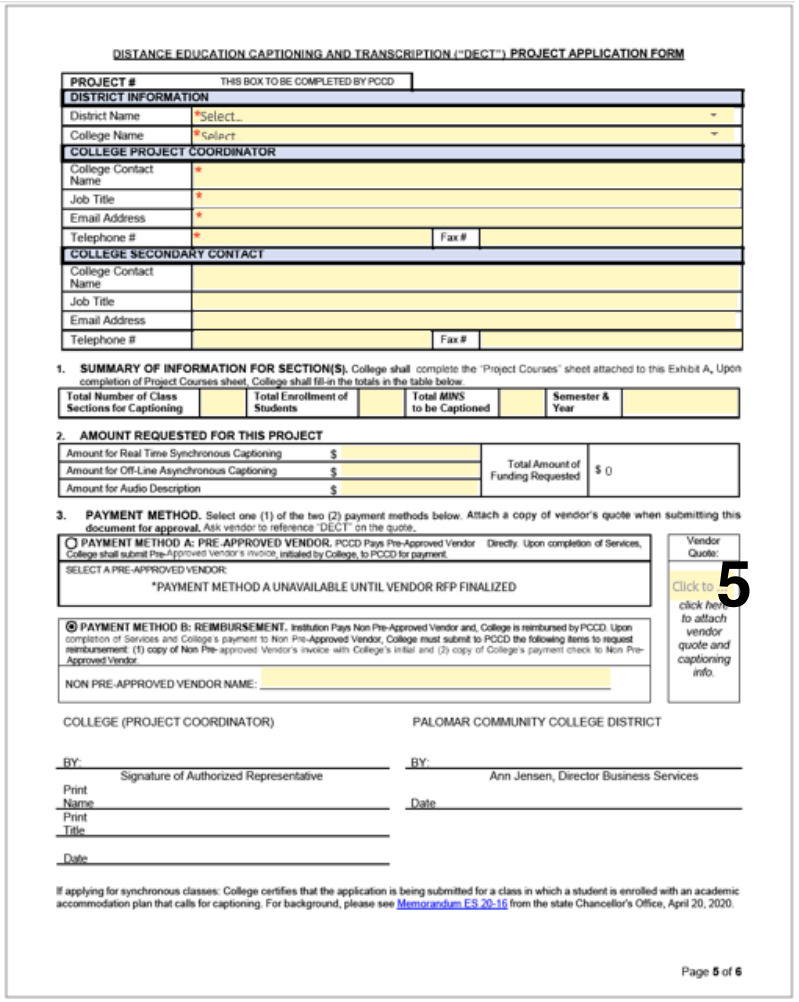
Palomar Community College District
Date: _____
Governing Board Approval / Ratification

Internal Review (Grant – N. Manea)	
Date:	
Signature:	
Print Name & Title	

Page 6 of 6

DECT Application 2023

https://cccdectgrant.org/forms



DISTANCE EDUCATION CAPTIONING AND TRANSCRIPTION ("DECT") PROJECT APPLICATION FORM

PROJECT # THIS BOX TO BE COMPLETED BY PCCD

DISTRICT INFORMATION
District Name *Select...
College Name *Select

COLLEGE PROJECT COORDINATOR
College Contact Name *
Job Title *
Email Address *
Telephone # * Fax #

COLLEGE SECONDARY CONTACT
College Contact Name
Job Title
Email Address
Telephone # Fax #

1. SUMMARY OF INFORMATION FOR SECTION(S). College shall complete the "Project Courses" sheet attached to this Exhibit A. Upon completion of Project Courses sheet, College shall fill-in the totals in the table below.

Total Number of Class Sections for Captioning		Total Enrollment of Students		Total MINS to be Captioned		Semester & Year	

2. AMOUNT REQUESTED FOR THIS PROJECT

Amount for Real Time Synchronous Captioning	$	Total Amount of Funding Requested	$ 0
Amount for Off-Line Asynchronous Captioning	$		
Amount for Audio Description	$		

3. PAYMENT METHOD. Select one (1) of the two (2) payment methods below. Attach a copy of vendor's quote when submitting this document for approval. Ask vendor to reference "DECT" on the quote.

○ PAYMENT METHOD A: PRE APPROVED VENDOR. PCCD Pays Pre-Approved Vendor Directly. Upon completion of Services, College shall submit Pre-Approved vendor's invoice, initialed by College, to PCCD for payment.

SELECT A PRE-APPROVED VENDOR:
*PAYMENT METHOD A UNAVAILABLE UNTIL VENDOR RFP FINALIZED

Vendor Quote:
Click to... click here to attach vendor quote and captioning info.

◉ PAYMENT METHOD B: REIMBURSEMENT. Institution Pays Non Pre-Approved Vendor and, College is reimbursed by PCCD. Upon completion of Services and College's payment to Non Pre-Approved Vendor, College must submit to PCCD the following items to request reimbursement: (1) copy of Non Pre-approved Vendor's invoice with College's initial and (2) copy of College's payment check to Non Pre-Approved Vendor.

NON PRE-APPROVED VENDOR NAME:

COLLEGE (PROJECT COORDINATOR)

BY: Signature of Authorized Representative
Print Name
Print Title
Date

PALOMAR COMMUNITY COLLEGE DISTRICT

BY: Ann Jensen, Director Business Services
Date

If applying for synchronous classes: College certifies that the application is being submitted for a class in which a student is enrolled with an academic accommodation plan that calls for captioning. For background, please see Memorandum ES 20-16 from the state Chancellor's Office, April 20, 2020.

Page 5 of 6

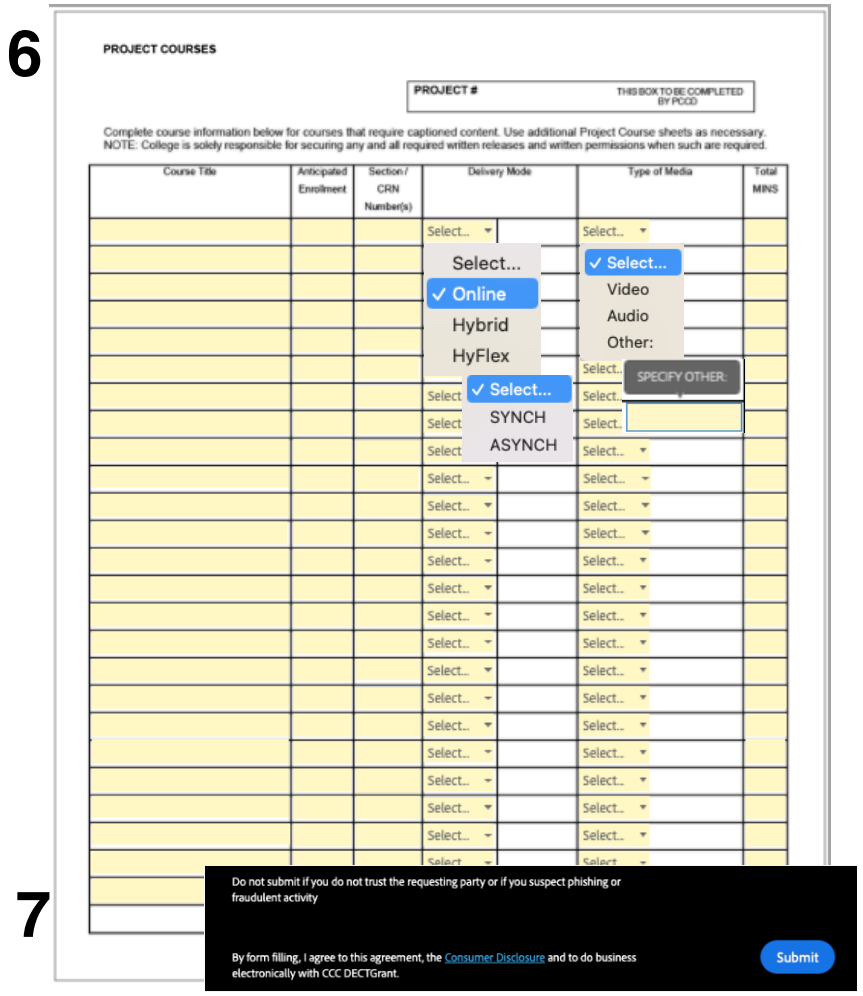
1
2
3
4
5

DECT Application Page 1

1. District, college, and project coordinator contact information
2. Summary of information of class sections needing captions
3. Amount requested to cover captions for this project
4. Requested payment methods
5. Vendor quote attachment

Signatures are not editable fields for the form filler.

DECT Application 2023



DECT Application Page 2

6. List of project courses requiring captions

7. Submit!

Refer to DECT Application Guide for detailed information.

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DECT Application 2023 Process

Application Submitted

- Method A - ON HOLD
- Method B

TechConnect Initially Reviews and Approves Application

- Application vetted (info matches and dates are July 1 or after)
- Ticket sent to applicant to confirm they can provide supporting documentation

PCCD Signatory and District Signatory Approve and Sign Application

- Signatures gathered
- Ticket sent to applicant to notify of approval and remind to provide documentation

TechConnect Receives Supporting Documentation, and Disburses Funds

- The vendor or college will be paid
- Ticket sent to applicant to notify that payment was made

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DECT End of Term Report

We request an End of Term Report at the end of the semester so that we can track the outcomes of this funding.

We will ask for two sets of data from the classes served:

- The number of students enrolled in the class(es) both at the start of the term and at the end of the term.
- Student retention and success rates in the class(es).

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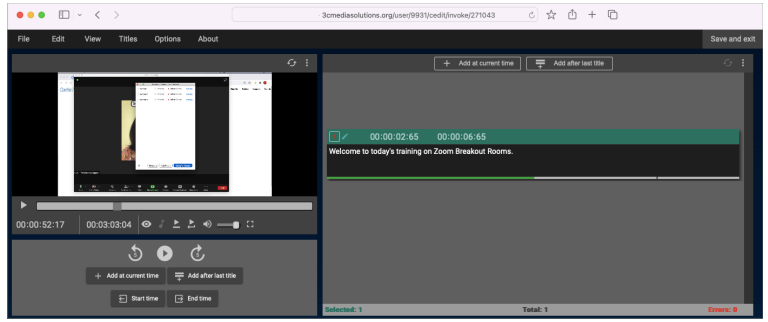
DECT Request for Proposals (RFP)

We are still in the RFP process https://www.palomar.edu/businessservices/bids-rfqs-and-rfps/.

Interim Captioning Options for Created Videos:

- Use TechConnect Cloud's integrated Subtitle Horse platform to create a caption file or edit an existing caption file.



- Request caption services from a caption provider of your choosing, then submit for reimbursement.

Interim Captioning Options for New Videos:

- Use automated captions in a Zoom meeting and record the meeting to save the caption file.

DECT FAQ's

DECT Agreement

- We submitted the DECT Agreement years ago, do we need to submit it again?
- Do you know who our district signatory was with College of the Canyons DECT?

DECT Application

- Can faculty fill out the DECT Application?
- We paid for captioning services a year ago, can we get reimbursed if captioning is still being rendered now?

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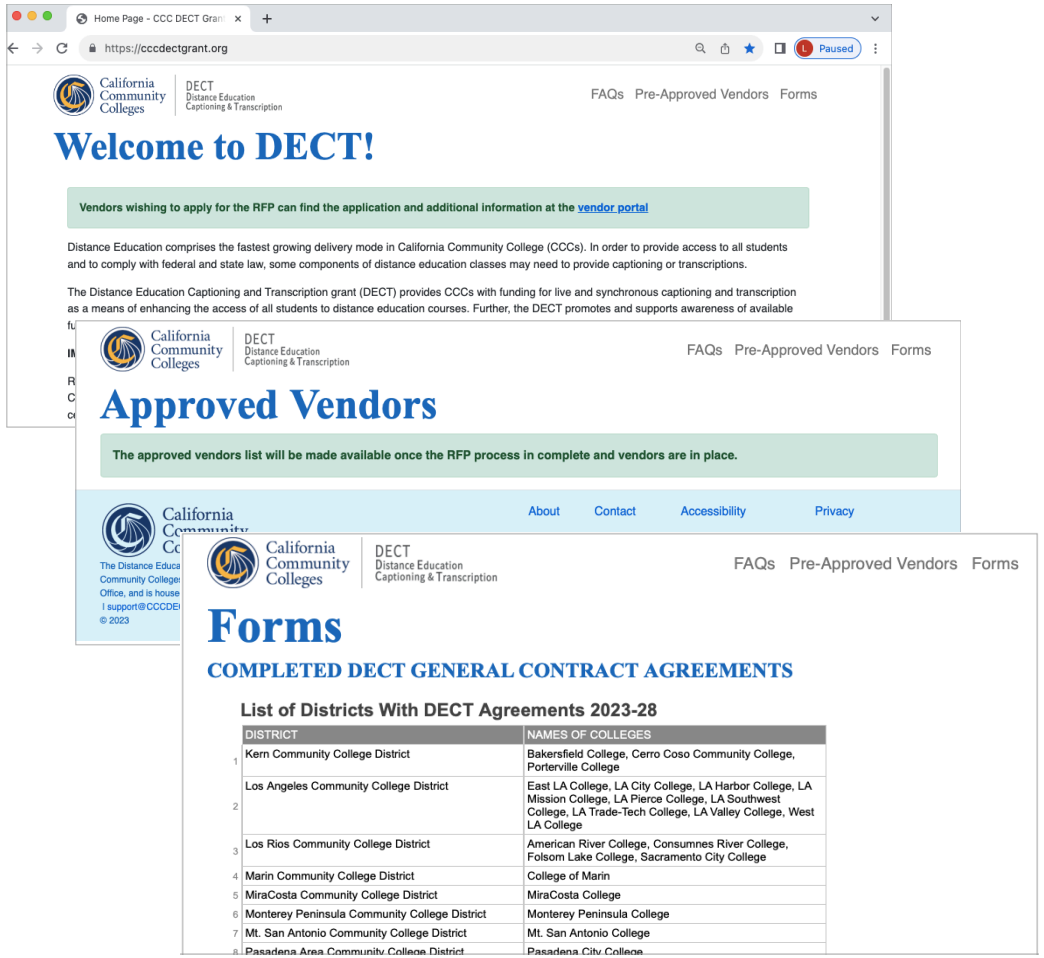
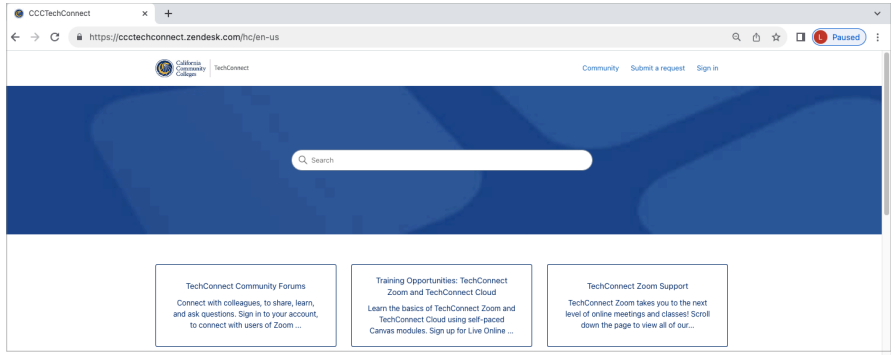
DECT Website



- **TechConnect DECT Grant Website** https://cccdectgrant.org - Access grant agreement form, application, news, updates, documents, requirements, contact info, and access to helpdesk.
- **TechConnect DECT Email Address** support@cccdectgrant.org - Send DECT supporting documentation, create ticket via email.

TechConnect Support



- **TechConnect Helpdesk Website** https://ccctechconnect.zendesk.com/hc/en-us -Submit tickets about any of our services including DECT, access support articles and guides, and contribute to the community forum.

- **TechConnect Support Email Address** support@ccctechconnect.org

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Questions & Answers

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Contact Us!

CCC TechConnect
c/o Palomar College
1140 W. Mission Road
San Marcos, CA 92069

Email: support@ccctechconnect.org

Website: www.ccctechconnect.org

Support Website: ccctechconnect.zendesk.com

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