**ISIT Committee Meeting Notes 11/4/2019**

**Attendees:**

Todd Coston, ISIT Co-Chair; Pam Boyles, English, ISIT Co-Chair; Kristin Rabe, Media Services/TSS (note taker); Gabi Martin, Nursing; James Selgrath, Agriculture; Scott Peat, Biology; Kalina Hill, TAPC; Kurt Klopstein, Math; Kirk Russell, Library; Judy Ahl, Technology Support Services; Darren Willis, Industrial Technology; Leah Carter, FACE; Tanya Silva, Philosophy; Dana Heins-Gelder, Behavioral Science; Sara Palasch, Foreign Languages; Dan Hall, Inmate Education; Brett Redd, Technology Support Services; Michael Muhme, Communication; Debra Rosenthal, Physical Science; Tracy Lovelace, AT; Matt Jones, AT; Erin Miller, Social Science; Michael McClenic, Counseling; Yvonne Armendariz, Student Services;

**Absent:**

Beth Rodacker, EMLS; Tim Bohan, Education; Ayan Hill, Allied Health; Terri Goldstein, DSPS; Bill Moseley, Dean AT (Ex Officio); Richard Miles, BMIT; Fabiola Johnson, Counseling; English (VACANT); Performing Arts (VACANT); Stephanie Baltazar, CTE; Bonnie Hammond, Engineering & Systems; Jonathan Maddon, SGA; Matthew Moon, PHED; Adel Shafik, Art;

**Pam started the meeting at 4:07 pm.**

**Approval of Agenda & Meeting Minutes from 10/7/2019**– Approved as written. Agenda Approved with no additions.

**Review ISIT Request voting procedures:**  Todd suggested that there are three types of requests, some are work orders, some are legit, and some are pie-in-the sky out there… Our presentation session will be on Monday November 25, 2019 from 2:30 to 5:30 in Library 149. Voters will divvy up your votes into three categories (3, 2, 1). Voters will get 17 of each. Amazing co-chair, Pam Boyles, came up with the strategy to break ties – whomever has the most of one number – will break the tie. Kirk asked if we should only vote on 20 requests... Todd answered that we should prioritize the entire list – as we never know when the list would be needed with funding possibilities. Important to have every request on there and prioritized. Scott Peet asked for the 2019 funded list following last year’s prioritization process. A question asked was about grants – why this list is not sent to grant stakeholders. Todd is familiar with most grants – but welcomes the opportunity for those holding grants to look at the list for possible funding.

**Brief Review of ISIT Program Review Technology Requests:** Kristin referred to the list generated and distributed on the committee’s webpage. Committee members can review the list there and ask any questions between now and the ISIT presentation day. A request list, with note space document shall be provided both prior to, and at, the meeting for committee members. Kristin went through the list looking for crossovers or similar requests and noted those on the “notes” of each request.

**Student Survey Questions Review**: Handed out updated survey. Todd missed the first question, which was the **How do students access technology? For example, Location: Where do students access technology?** **Question 1: What Bakersfield College location do you attend: BC Main (Panorama), BC Delano, BC SW, BC Arvin, BC Dual Enrollment, Online, and BC Other**

Concern Two: Canvas (the learning management system) should replace what is there… Info regarding Canvas should be the same in question 2 as is in 3. Committee members felt that the instructions should be the same for both questions. IE: “If you don’t know what this is – please respond accordingly.” Everything else seemed appropriate for the changes recommended at the October meeting.

**Academic Technology Updates**: Tracy will be hosting Kung Fu Canvas classes in 12/1-13. Please sign up if you are interested, it is not too late. Matt talked about the Employee Professional Development Badging process. Will offer flex week workshops on how to conduct badging for your area. There are plenty of great workshops being planned for flex week. Contact Pam Rivers in Professional Development if you are interested in presenting or attending. The flex week workshop schedule will be distributed soon.

**Technology Support Services General Updates**:

* BC Southwest Update – Transition to the portables from FPU was very smooth. Selgrath confirmed that all the tech works and didn’t really notice any bumps in the transition to the new campus. Blinds will be installed in some of the rooms that have glare issues with the projection/sun.
* Wifi: Campus outdoor wi-fi is in design process and has been pushed back 3 years to allow for most construction to complete before installing all the outdoor sites. This is the best use of the funding. Spaces will change.

It was suggested that there be snacks at the November 25th meeting to hear all of the presentations by the ISIT tech requests for program review. Healthy snack items brought would be great.

**Meeting Ended at 5pm/KMR**

|  |  |  |
| --- | --- | --- |
| 2019-2020 ISIT Meeting Dates: |  |  |
| November 25, 2019 (PR Requests) | 2:30-5:30p | L-149 |
| December 2, 2019 | 4:00-5:30p | L-149 |
| February 3, 2020 | 4:00-5:30p | L-149 |
| March 2, 2020 | 4:00-5:30p | L-149 |
| April 13, 2020 | 4:00-5:30p | L-149 |
| May 4, 2020 | 4:00-5:30p | L-149 |
|  |  |  |