**ISIT Committee Meeting Notes 9/9/2019**

**Attendees:**

Pam Boyles, English (ISIT Co-Chair); Kristin Rabe, Media Services/TSS (note taker); Matt Jones, AT; Gabi Martin, Nursing; James Selgrath, Agriculture; Scott Peat, Biology; Stephanie Baltazar, CTE; Bonnie Hammond, Engineering & Systems; Kalina Hill, TAPC; Michael McClenic, Counseling; Kurt Klopstein, Math; Kirk Russell, Library; Erin Miller, Social Science; Judy Ahl, Technology Support Services; Darren Willis, Industrial Technology; Jonathan Maddon, SGA; Matthew Moon,, PHED; Adel Shafik, Art; Leah Carter, FACE; T.Silva, Philosophy; Dana Heins-Gelder, Behavioral Science; Beth Rodacker, EMLS; Sara Palasch, Foreign Languages; Dan Hall, Inmate Education; Brett Redd, Technology Support Services.

**Absent:**

Todd Coston, IT (ISIT Co-Chair); Tim Bohan, Education; Ayan Hill, Allied Health; Terri Goldstein, DSPS; Yvonne Armendariz, Student Services; Bill Moseley, Dean AT (Ex Officio); Richard Miles, BMIT; John Giertz, Communication; Fabiola Johnson, Counseling; Cynthia Hubble, English; Performing Arts (VACANT); Physical Science (VACANT);

**Pam started the meeting at 4:05 pm.**

**Started with Introductions.**

**Approval of Agenda & Meeting Minutes from 5/6 2018-19 Academic Year End**– a few corrections, mostly punctuation and grammar/spelling and roster. Voted and approved minutes with corrections. Agenda Approved with no additions.

**Committee Role:** Technology Processes and Technology Plan briefly reviewed. ISIT prioritization, Strategic Directions and Charge reviewed. Committee asked to think about goals for the upcoming 2019-2020 academic year, having seen goals for the 2018-19 academic year and bring feedback to the October meeting.

**Review of the Employee Survey:** Results not submitted at the time of meeting. Committee did not get results to Kristin to compile. Will need to follow up for the October 2019 meeting. Erin Miller submitted a response to question 8 of the survey and that was passed out at the meeting. And Gabi submitted a response to question 7. The remainder needs to be summarized. The subcommittee will regroup.

**Program Review ISIT Requests Push**: Kristin talked about the importance of the ISIT request in Program Review and the necessity to include it no matter what. Noteworthy date is November 25 for ISIT PR Request presentations. If there are any questions on ISIT requests, please email Kristin for clarification.

**Academic Technology Update**: Matt Jones reported about upcoming opportunities for ConferZoom and other training possibilities for using Canvas. Tracy will be starting some workshops on Canvas navigation as well in the next few weeks. You can refer to the Academic Technology webpage for more info. Also, Don’t forget the Renegade Hub for your students who might need assistance with Canvas or any of their online classes. Located right outside the Academic Technology office – Lower Level of the Library – Southwest Corner of the Computer Commons across from Media Services.

**Technology Support Services General Updates**:

* Wi-Fi Update – Heat map in process for the entire campus. Now onto Phase II which will address outdoor green spaces.
* BC Southwest Update – New portables campus site will be moving to the CSUB campus on Camino Media at the site of the new BC SW building in Fall 2019. The new building will take 2 years to build. October will be the move in date for the portables.
* ConferZoom workshops – push for ConferZoom accounts. Please refer to [www.conferzoom.org](http://www.conferzoom.org) for details and free accounts.
* Public Performance Rights – shared flier with the entire committee.
* Accessibility Awareness – shared flier for the Accessibility Task Force with the entire committee and reminded everyone to have accessible to all class material.

Meeting Ended at 4:50pm/KMR

2019-2020 ISIT Meeting Dates:

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| October 7, 2019 | 4:00-5:30p | L-149 |
| November 4, 2019 | 4:00-5:30p | L-149 |
| 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 |