**ISIT Committee Meeting Notes 4/10/2023 Zoom Meeting**

**Attendees:**  Jason Ament, Industrial Technology; Matt Andrasian-Jones, Academic Technology (Faculty Co-Chair); Amanda Anguiano, SGA Student Rep; Amanda Brucker, IT/TSS; Leah Carter, FACE; Kim Chin, Performing Arts; Bonnie Hammond, Applied Science & Technology (Electronics); Dan Hall, Student Success & Technology; Kalina Hill, Academic Technology; Kurt Klopstein, Mathematics; Sara Manuel, Behavioral Science; Richard Marquez, English; Israel Mendoza, IT/TSS; Erin Miller, Social Sciences; Richard Miles, BMIT: Michael Muhme, Communication; Sara Palasch, Foreign Language & American Sign Language; Scott Peat, Biology; Timothy Plett, Physical Science; Cynthia Quintanilla, Counseling; Kristin Rabe, Media Services/TSS (note taker); Kirk Russell, Library; James Selgrath, Agriculture; Heather Shaftstall, Allied Health; Darren Willis, Engineering; William Velasquez, IT/TSS.

**Absent:** Brett Redd, Technology Services (ISIT ADMIN co-chair); Matt Moon, Physical Education; Stephanie Baltazar, CTE; Tatevik Broutian, Biology; Aricia Leighton, Marketing & PR; Tim Bohan, Education; Pam Rivers, Academic Technology; Tanya Silva, Philosophy, Brent Burton, Public Safety (EMT/FIRE), Maram Makrai, SGA Student Rep; Alex Lara, Nursing; Katrina McClelland, DSPS; Christina Rodriguez, IT/TSS; Adel Shafik, Art.

**Matt started the meeting via zoom at 4:03 pm.** Meeting minutes from 3/6/2022 are approved.Motion Kurt Klopstein, Timothy Plett Seconded. All Approved, no abstentions.

Approval of Agenda for 4/10/2023**:**  No agenda additions.

**HYFLEX Update**: Work began during Spring Break (April 3-7) on the immersive classrooms that will get TV’s – where a furrowed wall is needed (concrete walls). It was mentioned that one or two walls in the Fine Arts area covered an outlet that had been used to charge laptops. Team will look into this.

ISIT Charge: Bonnie Hammond would like to look at what changes have been made to our committee charge.

Software Purchase Update (Rabe/Brucker) 5 minutes: Software licenses will need to be renewed on a yearly basis. Departments are responsible for reaching out and updating their software. All this is due to the IT office by the end of April in order to facilitate purchasing and preparing for the Fall 2023 semester. Working with the individual vendors falls to the instructional departments to facilitate – not IT. We are simply the middle man to get the purchase completed. Please contact Amanda Brucker in IT if you have questions – she can assist you through the process. Software not updated by the end of April will not be ready for Fall semester. Sara Manuel asked about SPSS for the Behavioral Sciences area – Amanda will work with her to determine a department representative.

Technology Plan Initial Review (Rabe/Jones) 5 minutes**:**  Invited Academic Technology and Student Success Technology to add to this year’s plan – the plan will come to committee in Fall 2023.

Employee ISIT Survey (Jones) 5 minutes: Survey response team created. Kirk, Sara Manuel, Dan Hall, Scott Peat, Kristin and Brett. Matt will be in touch.

Academic Technology General Updates (Jones) 10 minutes**:** Matt talked about Pam leaving – Alex Rockey would be following up along with Kalina on Flex training for Fall 2023. If you have any interesting thoughts/ideas for workshops – please contact them. Renae Viseya – is one of the new instructional designers and will be working on the Academic Technology Blast each Monday – look for it.

Student Success Technology/Student Help Information Desk (Hall) 10 minutes**:** Dan shared some interesting facts/tidbits about the student information desk (SID) and the volume of assistance provided by that area in the past. Ocelot, chatbot has cataloged 155708 individual conversations, 341,000 interactions, 11,248 videos have been watched. 1,633,400 text messages have gone out in the past 3-years. Midnight is the more popular time to ask questions than at 8am. Knowledge base & Website 96.8% gives correct answers to the requests asked. 5.1% of all conversations escalate to a live chat. August is the biggest month along with the start of Spring & Summer Semesters. Hours saved by having Ocelot – over 17,835. Simple facts 1.8 million dollar fall ’21 text campaign. 3.4 million dollars saved. 98% open rate for text. Proving an almost 6x return on initial investment. Cerro Coso and Porterville Colleges only use one part of the entire system. The reason for the presentation on this system is that it’s up for renewal and is costly. Dan shared a powerpoint which we will make available to all ISIT members on the committee page.

Construction Updates: (Rabe) 10 minutes (Delano LRC, Renegade Athletic Center, Arvin, Agriculture, Allied Health Remodel; Hyflex/HEERF): Talked about Delano LRC – proposal to be in it by Fall 2023. Renegade Athletic Center by January 2024, Agriculture building will begin in late April/May. Allied health area remodel will be ready for Fall 2023. Hyflex Project had pre-construction meeting on Monday 3/6 and will be completed by June 30 for approximately 40 rooms.

Meeting ended at 4:45pm \***Next Meeting Monday May 1, 2023 4pm via zoom**