**ISIT Committee Meeting Notes 11/1/2021**

**Zoom Meeting**

**Attendees:**

Judy Ahl, Technology Support Services; Matt Andrasian-Jones, Academic Technology; Tim Bohan, Education; Pam Boyles, English (ISIT Co-Chair); Leah Carter, FACE; Todd Coston, IT/TSS/DO; Dan Hall, Student Success & Technology, Bonnie Hammond, Applied Science & Technology (Electronics); Nicole Hernandez, Nursing; Kalina Hill, TPAC; Kurt Klopstein, Mathematics; Aricia Leighton, Marketing & PR; Sara Manuel, Behavioral Science; Richard Marquez, English; Richard Miles, BMIT; Matt Moon, Physical Education; Michael Muhme, Communication; Sara Palasch, Foreign Language & American Sign Language; Scott Peat, Biology; Cynthia Quintanilla, Counseling Kristin Rabe, Media Services/TSS (note taker); Brett Redd, (ISIT Co-Chair) Technology Support Services; Christina Rodriguez, IT/TSS; Deb Rosenthal, Physical Science; Kirk Russell, Library; James Selgrath, Agriculture; Adel Shafik, Art; T. Silva, Philosophy; Heather Shaftstall, Allied Health; Travis Steele, Industrial Technology (Engineering).

**Absent:**

Stephanie Baltazar, CTE; Kim Chin, Performing Arts; Gian Gayatao, BCSGA President; Tracy Lovelace, Academic Technology; Emma McNellis, SGA; Erin Miller, Social Sciences; Bill Moseley, Dean AT (Ex Officio); Pamela Rivers, Academic Technology; William Velasquez, IT/TSS.

**Pam started the meeting via zoom at 4:03 pm.**

**Agenda additions for 11/1/2021:**

**Changes to meeting minutes from 10/4/2021 are applied and approved.**

**ACTION ITEMS:**

1. **Review the Computer Use Agreement prior to November meeting for feedback**
2. **Short committee blurb to Kristin from Group work on Student Survey prior to 10/7**
3. **Dan Hall will condense/refine the transcript from his report 9/13**

**Approval of Agenda for 11/1/2021 & Meeting Minutes, Committee Introductions:**  Aricia Leighton motioned to approve Notes, Leah Carter seconded. Motion carried – no abstentions. Intro of new members to the committee: Travis “AKA: Favorite Child” Steele from Industrial Technology, Christina Rodriguez, Department assistant from Technology Services (IT), Aricia Leighton from Marketing and PR; William Velasquez from Technology Services (IT).

**Student Survey:**  Brett asked if it was realistic to get the survey out to the students before Thanksgiving. Most of the committee thought that could happen. Small committee of volunteers will get together (Matt Jones, Dan Hall, Pam Boyles, Brett and Kristin) to make this happen. Update: We met and got the survey questions amended based on the feedback received. Survey went out November 10th and will close November 19th at 5pm. We should have some results to look at for the December meeting.

**BOARD POLICY On User Agreement for District-wide Computers**: We will put it on the committee page for all to review. The primary changes are that there are a few sections that are worded differently. It’s simply modernizing the existing policy for current culture.

**ISIT TECHNOLOGY REQUESTS**: There are 42 requests. Kristin, Brett and Israel will review the list or any work orders prior to the prioritization meeting. The invite was sent out to all submitters on 11/10/2021 for the prioritization meeting on 11/29/2021 starting at 3:30 and wrapping up by 5:30. Votes will be due back to ISIT by December 1 – end of the day (5pm). Videos can be submitted that are 2 minutes in length but must be submitted by noon on 11/29 to be considered.

**Prioritization Guidelines:**  Use 4, 3, 1 to eliminate ties? Kalina Hill brought up that we’d already voted on this successfully in the past and committee determined to keep the 3, 2, 1 voting standard that we’d adopted. Whomever has the most 2’s and the most 1’s wins those categories if voting prioritization ever reached that level past funding all of the 3’s.

**Academic Technology General Updates:** Pamela Rivers brought up the plan for Spring semester Flex week. Would love to hear from anyone interested in presenting a workshop. So far, they have about 13 people willing to present workshops – would love to have more. Matt Andrasian-Jones suggested other workshops that are available such as and links to videos that Academic Technology has out there:

Upcoming Workshops:

11/4 How to (Actually) Get Students to Watch Your Videos | 3:30pm-5:00pm <https://www.bakersfieldcollege.edu/employees/professional-development/workshops/how-to-actually-get-students-to-watch-your-videos>

11/9 Canvas Basics Workshop | 3:30pm-5:00pm

<https://www.bakersfieldcollege.edu/academic-technology/workshops/canvas-basics-workshop>

Flex week sign up: <https://docs.google.com/forms/d/e/1FAIpQLSeYD2Ud2gl1gpc82KR-Ln9v7He48DGfE1rvrFPpL-bpqD-eYw/viewform?usp=sf_link>

Links to Videos:

Pedagogy in Practice Playlist: <https://youtube.com/playlist?list=PLuiUigit4UWKP8dOmRWgt77SkKW0o97-5>

Accessibility Playlist <https://youtube.com/playlist?list=PLuiUigit4UWJy_QfXrqQnSOx9dGYlPRls>

Academic Technology YouTube Channel <https://www.youtube.com/channel/UCOg9m3R4oJa9mvv6GPsRwnw>

**Student Success Technology/Student Help Information Desk:** Dan Hall starting to look for a new student portal – is looking at many demos of different companies. Asking for committee volunteers who will be willing to serve on a selection committee for the new portal. Brett, Kristin and Richard are stepping forward to help with the selection of the new portal. This will be a lengthy process but overall want consensus from the entire campus community. Aricia suggested we are changing the Intra-net and it would be great to see what the student sees as your developing the page(s) that students look to. Experience the portal like students would. Specifically address financials, personal and messages directed to them. Providing for a Personalized experiences based on each student’s preferences. It will have links to Canvas.

**Technology Support Services (IT/MS) Updates:**

1. Laptops – coming back in and going right back out. We have about 650 chrome books for distribution and of those about 600 are out with students at this time.
2. Looking to purchase more laptops to replenish those carts that we took off-line from various areas during the WFH (work from home) mandate and moving all faculty, staff and students to an online working/learning environment.
3. Construction/HEERF dollars are being considered for the expenditure on laptops/chrome books.
4. Construction/HEERF updates;
   1. BC SW = should have keys to the building by Thanksgiving, if not beforehand. Move over Christmas break if possible.
   2. BC Science & Engineering (NEW) – building is delayed – will not move into until Spring/Summer 2022.
   3. BC Delano Campus – LRC – building should break ground in February and will replace the portable classrooms onsite currently.
   4. BC Arvin Center – just got out of DSA and is going through the project bidding process.
   5. Welcome Center – got pushed back due to the floor which had to be dug out of the building. Estimated occupancy is October 2022
   6. BC Annex Building (old bookstore) – on schedule
   7. HEERF Project for Language Arts – bidder accepted – EDIM out of Los Angeles area is the winning bidder on the installation of equipment. All equipment/workstations have been ordered. This impacts LA 107 B and C, 109, 110, 111, 113, 114, 115, 116, 201, 202, 203, 204, 217, 218, 219, 221, 222, 223, 224, 225.

**Meeting ended at 5:08 pm/KR**

Next Meeting Monday December 6, 2021 4pm