**ISIT Committee**

February 1, 2016

3:30 – 5:00pm (Levinson 40)

Note taker: Cindy Hubble

Attendees: Todd Coston, Kristen Rabe, Richard Marquez, Kirk Russell, Matt Jones, Erin Miller, Beth Rodacker, Cindy Hubble, Vanessa Bell, Jenny Peters, Scott, Peat, Tim Heasley, Reese Weltman, Leah Carter, Sara Palasch

**Agenda**

1. Approval of Minutes from November meeting – postponed to March meeting

*(There were no meeting December notes, this was the meeting about Canvas)*

1. Canvas Update/Debrief – Todd Coston and Richard Marquez: Richard reported that the Canvas discussion with the Academic Senate went well. The Senate will vote on whether or not to approve Canvas for BC next week. ISIT is preparing for a summer “pilot” of Canvas; if the pilot goes well and support/resources are adequate, Canvas will be in place for Fall 2016. Todd explained that there is a lot of backend work to do to get Canvas up and running; fortunately, Canvas does provide some support for the program.
2. Campus/District Updates
	1. Event Management Software – Todd Coston: Todd is working with a vendor and a consultant to get the EMS program running. This program will relieve much of the work load on the scheduling department and will allow people to go to the site to book event locations themselves. The scheduling department is very excited—the program will take care of most events, catering, billing and more. Tarina will continue scheduling for academic needs.
	2. Summer Projects –Kristen Rabe: No updates yet. As we get closer to summer, she will have updates on some tech projects
	3. TIPD – Matt Jones: Exciting new tech information (Matt will send details in an upcoming newsletter):

1.TIPD blog coming

2. Twelve video blogs and several written blogs about tech in the classroom coming out

 this semester.

3. Meetings for online instructors (2/12, 3/11, and 4/29).

4. Dash Courses to be held in the library basement: three course with three sub-courses

 in each.

Tracy Lovelace will continue doing tech sessions as well.

1. Program Review Technology Form Update –Kristen Rabe: The goal is to continue to make the form user friendly--some of the scoring rubric needs revised. More feedback is needed by our next meeting.
2. Technology Survey Results –Kirk Russell: The subcommittee looked at Fall 2014 survey results to see if any of the information could be used as goals for the ISIT committee. Over 1100 students took the survey. The biggest complaints and possible topics of concern for this committee were the following:
	1. More/improved WIFI needed on campus (very expensive for ISIT to do);
	2. More printers needed (some of this has been done since 2014);
	3. More outlets needed;
	4. More computer labs needed (5 labs will be upgraded this summer);
	5. More support needed (most go to friends and family instead of our help desk);
	6. Inside BC needs to be faster and easier to navigate.
3. ISIT Technology Requests – Rabe/Coston: The committee reviewed the final scores. Unfortunately, no money is available at this time. Some requests may be filled with grant money; however, the IT budget was cut $150,000 this year (first time it’s been cut in years). Even with no or limited funds, the requests are important for future planning (all part of a bigger picture for accreditation)—continue to submit the request.

 Grants will help compensate in some areas; however, the upcoming bond is definitely needed.

 Here are some of the suggestions for departments:
 a. Make ISIT aware of department needs.

 b. Even if the department hasn’t requested anything, ISIT should always be notified of serious

 tech problems.

 c. Review rationale.

Committee Meeting Dates (Levinson 40)

December 7, 2015 3:30-5:00pm (location change: SE 53)

February 1, 2016 3:30-5:00pm

March 7, 2016 3:30-5:00pm

April 4, 2016 3:30-5:00pm

May 2, 2016 3:30-5:00pm