**ISIT Meeting: December 3, 2018**

Library 149 – Bakersfield College//Bakersfield College Southwest Room 207 – Connected via Zoom

**Attendees**:

**Co-Chairs:** Todd Coston, IT; Pamela Boyles, English

**Administrators:** Kalina Hill – Testing & Placement Center, Brett Redd – Technology Support Services, Dan Hall – Office of Institutional Effectiveness, Yvonne Armendariz – Student Services, Michael McClenic – Early Alert & Probation

**Classified**: Kristin Rabe – Media Services, Judy Ahl – Technology Services, Tracy Lovelace – Academic Technology.

**Faculty:** Kurt Klopstein – Math, Richard Miles – BMIT, Sara Villasenor – Counseling, Dana Heins-Gelder – Behavioral Sciences/Criminal Justice, Scott Peat- Biological Sciences, , Matt Moon – Health & PE, Kirk Russell – Library, Gabriele Martin – Nursing, James Selgrath – Agriculture, Bonnie Hammond – EIT, Erin Miller – Social Science, , Linda McLaughlin – Foreign Language/ASL, Cindy Hubble – English

**Student Participation SGA**: Ashley Harp - SGA VP Jonathan Madden – SGA Finance

**Absent Members**: Bill Moseley – Dean of AT (Ex-Officio) Terri Goldstein-DSPS, Stephanie Baltazar – Job Placement, Tim Bohan – ACDV, Ayan Hill – Allied Health, Adel-Shafik – Art, John Giertz – Communication, ,. Beth Rodacker – EMLS. Reggie Williams (for Pete LeGrant) – Philosophy, Matt Jones – Academic Technology, Fabiola Johnson – Counseling, Darren Willis – Industrial Tech. Leah Carter – Family & Consumer Ed.

**Vacancies: Performing Arts, Philosophy, Physical Science**

**Note taker:** Kristin Rabe

**Approval of Minutes from November 5, 2018**: Tabled until February 4.

**Review of ISIT Priorities- Break Ties/Voting Process:** Broke off existing ties by using top point 3 vote getters. Pros and Cons of voting process, go back to the way FCDC does their prioritization – vote on half, even if you have ties. Eliminate the number 2, very similar on how we rate position/hiring process. Some liked the 3/2/1 process – with those getting as many 3’s win tiebreakers. No other suggestions after 20 minutes of discussion. Would like to see “like” or similar requests put together next round. Question from BC (L149) – should the committee/submitter know how much things/requests cost? Ballpark costs – as in what we’ve established for the computer labs of 100k.

SGA student suggestion: Costs may show more the impact than the equipment. Tend to worry more about the $$ than the impact to the students. Thinks there should be a space to add approximate number of students served by request – Spread the wealth, where does the request have the most impact to the most amount of students. Looking at how much more of an impact/usage has.

What happens if a bundled request (many areas make the request for the same room) – does that carry more weight? Potentially – depending on student impact. We could look at requests by how many are per each room – but will take additional work.

We should create new guidelines for presenters to include:

* + Student Impact
	+ How many students are served by the request each semester (or will be impacted)?
	+ Effect on those students – contributing to student success.

Invite submitter of the request and determine who will present to ISIT.

**Academic Technology General Updates:** None

**IT/Media Services Updates:** Todd – wifi update – now at Gym and Huddle. Work is being conducted in the middle of the night as to not interrupt classes/offices. Humanities, Fine Arts, Language Arts, Agriculture, M&O, Administration Building. All work with be completed by February 2019. Most is internal locations. Work is one week behind as of 12/3 – should regain timeline after finals week. Found a problem in Cindy Hubble’s office in Humanities – determined it was due to the wireless printers in the area around there. Worked to discover the issue, find the dead spot and resolve. They have a global setting re-set that will happen after finals week. Need feedback from everyone – please forward to Todd to help keep the project on track. Easy to do change orders while the contractor is onsite – more difficult once he’s not.

Systems Support Specialist II position will be soon vacated by retiring Dean Serabian. Todd will be interviewing in December for this position.

Winter Break Projects: MS 12, 9 & 10. Equipment is process and job walk has been completed. These projects are being funded by Strong Workforce Grant Dollars.

**IT Governance Projects Review**: Tabled until February ISIT meeting.

**Student Success Technology Updates:** Dan Hall updated on increasing Starfish training and looking for faculty to use, who have used and will use to work with them. If you are in any of these categories, please contact Dan by e-mail/phone and he will meet with you.

Meeting adjourned at 5:25pm

KR 12/10/2018