ISIT Committee Meeting, March

**Attendees**: Leah Carter, Todd Coston (co-chair), Dana Heins-Gelder, Matt Jones, Richard Marquez (co-chair), Gabi Martin, Kristin Rabe, Kirk Russell, Mike Westwood, Linda McLaughlin, Sarah Villasenor, Wade Ellis, Adel Shafik, Kurt Klopstein, Richard Miles, Scott Peat, Greg Cluff, Ayan Hill, Kirk Russell, Tim Heasley

**Note Taker**: Dana Heins-Gelder

## Recap for the [March 5, 2018 ISIT Committee Meeting](https://committees.kccd.edu/sites/committees.kccd.edu/files/ISIT_2017-18_Agenda_20180305_0.pdf).

1. ISIT’s 12/2/17 meeting notes approved.
2. ISIT’s 2/5/18 meeting notes approved with one change:
   1. Item 7: “KCCD District Accessibility Task Force” changed to BC Accessibility Task Force”
3. **RESULTS FOR ISIT TECHNOLOGY REQUESTS**: Kristin reported on the voting results for [ISIT technology requests](https://committees.kccd.edu/sites/committees.kccd.edu/files/ISIT%202017-18%20Voting%20Results%20FINAL.pdf), pointing out that the right-hand column of the report indicates the final priority of the item. The lower the number, the higher the priority. As funds become available, these unfunded requests are fulfilled (per funding criteria). Todd noted that this year’s voting process was difficult to resolve and that a discussion is needed for improvement. Please forward ideas to Todd.
4. **STUDENT SURVEY RESULTS**: The results of last fall’s student survey are ready for review. Gabi Martin and Mike Westwood volunteered to review the survey summary for general themes.
5. **EMPLOYEE SURVEY RESULTS**: The committee reviewed each of the eight questions of the upcoming [employee survey](https://committees.kccd.edu/sites/committees.kccd.edu/files/ISIT_2017-18_Employee%20Technology%20Survey%20Questions%20Review.pdf). Todd noted that the results of these surveys relate to accreditation and that IT does reflect upon the results purposefully. Kirk pointed out that it might be beneficial to review last year’s comments to aid in the recall of issues with questions. The survey will be released soon with changes. The following changes or points of discussion ensued:
   1. Regarding question three: add an optional question to inquire of preference between TV or projector.
   2. Regarding question four: Does including Canvas applications in the list of software used gain us useful information? It was noted that knowing how many application users might be useful.
6. **ACCREDITATION STANDARD III.C.3:** Todd reviewed section 3 of standard III.C. with the committee and reminded committee members that the goal is to understand technology related standards for the accreditation audit. Standard III.C.3 assures reliable, safe, and secure access in all sites. The bulk of responsibility for this standard is accomplished by the district. Todd advised the committee of the steps observed by the district to ensure that the standard is implemented. By the conclusion of the meeting, the committee had reviewed three or the five standards.
7. **Academic Technology General Updates:**

**Governance:** Todd reported on a change to the governance process for district IT requests. The new process is point-based where BC possesses 65 votes, Porterville and Cerro Coso each have 12.5 votes, and the district owns 10 votes. The point value determines the priority of the request. The first meeting of the governance committee is scheduled for May 1.

**eLumen Update**: The curriculum portion of eLumen is ready to go, assessment will be ready by April 1.

**Canvas Update**: Canvas is up to date.

**Online Faculty Course**: The course is continuing on schedule.

1. **Accessibility Presentation**: Teri Goldstein visited the committee to present on the results of a state audit of three colleges: American River, Cerritos, and DeAnza. The audit concluded that the colleges are not monitoring technology accessibility adequately and tasked the same colleges with setting standards for all community colleges. This is problematic in that these colleges are not representative of the community college system. A workgroup has been proposed which includes participation from all community colleges.

Teri reported that the community colleges may see state-wide time-frames for adoption of textbooks and more. The VPAT (Voluntary Product Access Template) lays out the standards for vendor for eTextbooks and other online resources, but, the responsibility for compliance lies with the college, not the vendor. Colleges are starting to hire 508 Compliance officers at district levels. Teri reported on the state of BC with regard to accessibility and noted that a process is needed for vetting prior to purchase and another to track inaccessible technologies.

As a starting point, Teri recommended that faculty contact publishers to determine if eTextbooks are useable without a mouse.

# Meeting adjourned at 5:00 p.m. Next meeting: April 2, 2018, 3:30-5:00 in Collins Conference Center