ISIT Committee

9/11/2023, Via Zoom

# List of Membership

## Co-Chairs:

Faculty Co-Chair: Dr. Bill Moseley

Administrator Co-Chair: Brett Redd

Classified Co-Chair: Kristin Rabe

## In attendance: Members:

Kristin Rabe; Bill Moseley; Brett Redd; Erin Miller; Richard Marquez; James Selgrath; Richard Miles; Kathryn Wright; Kurt Klopstein; Dan Hall; Michael Muhume; Sara Manuel; Kalina Hill; Kirk Russell; Leah Carter; Kimberly Chin; Heather Shaffstall; Scott Peat; Tim Bohan; Darren Willis; Priyanka Longacre; Matt Moon; Champagne Concepcion; and Bonnie Hammond

Absent:

# Called to Order

* Bill Moseley called the meeting via zoom to order at 4:00 pm

# Approval of Agenda

* Approval of Agenda
  + Motioned by Tim Bohan
  + Seconded by Kurt Klopstein
  + Approved Unanimously

# Approval of Meeting Minutes

* Approval of Meeting Minutes
  + Motioned by Leah Carter
  + Seconded by Kristin Rabe
  + Approved Unanimously

# Committee Charge

* Moseley said latest committee charge submission was a draft not a final, approved charge.
* Rabe explained we introduced he charge in April 2023 and voted in May 2023, stating that Matt Jones submitted finalized charge to Academic Senate (AS).
* The approved draft should have been submitted to AS. Rabe will follow up.
* The committee suggested and approved the following changes for the committee charge for the 2023-2024 year:
* Change the word “we” in #8 to “the college”
* Throughout the charge, change the word “campus” to “college”
* Add the following entities to the groups with whom the ISIT Committee communicates: “Distance Education Task Force” and “Accessability Task Force”
* Add the word “while” after the word “procedures” in #1
* Remove the period after “communicates with college”
* *Motion to approve Leah Carter*
* *Motion to second Kristin Rabe*
* *Unanimously approved*

# Committee Role & Goals

* Several Goals:
* Update Tech Plan in October 2023
* Goals for next three years in coming months
* Goals similar to ongoing specific initiative: maintain Wi-Fi indoors (at 100%); improve external Wi-Fi (at about 50%)
* Program Review: complete by November
* Several projects still ongoing
* 30-40% of Measure J buildings remain to complete
* Work collaboratively with the facilities team
* Using Ad Astra instead of Schedule Plus
* Improve integration, tracking, and implementing goals of the committee
* Redd provides monthly updates on various projects, emphasizing program review and aligning with strategic directives
* Improve member communication of committee news out to their areas and departments in a systemized way

# Construction updates Brett Redd

* Finishing up Delano LRC building
* Classes in LRC started this semester, including 13 classrooms, 2 labs, and a few distance ed spaces
* Arvin Campus is under construction
* Projects nearing completion & delays:
* Athletic Center
* Had to create a new plan to install communication wires, etc. because the plan to run them under the old pool buildings is no longer viable due to the buildings being condemned
* Rerouting of these wires won’t occur until March 2024, which pushed back the gym floor and other installations that have to be completed in environmentally controlled conditions
* New timeline for the new Athletic Center completion is Spring 2025
* Architects working to determine how to reconstruct old swim buildings
* Ag Building
* Will undergo total tear down and rebuild
* Demo plan for last semester stalled because bids were over budget
* Out for re-bid
* New bids arrived last week
* Tear down now expected Spring 2024
* Ag instructors teaching in general sciences for the next year or two
* Some concern about timing of building new pool houses prior to a new Ag building
* Important to consider the age of our campus creates unexpected delays
* Residence Hall
* Still being discussed
* High Flex
* Liberal Arts (LA) high flex rooms are nearly complete
* Tech team is working on additional 4 high flex rooms now with 13 more planned for the spring
* This provides an additional 53 high flex rooms by the end of the 2023-2024 academic year in addition to those in the LA building
* Delays for High Flex Rooms:
* LA building faced some delays due to AC problems over the summer
* Humanities building bathroom and windows projects prevented high flex installations over the summer: please be flexible with classrooms if the tech team needs access to your class for a day or two. Schedule zoom classes, labs, or research days, etc. Be prepared for temporary classroom reassignment.
* Training for High Flex
* Academic Tech, Alex and Matt are providing training on high flex
* Committee members communicate to deans and chairs in the Humanities and LA about potential temporary classroom reassignments

# Technology Support Services

* Encourage faculty to be flexible if classrooms need to go off line for a class or two
* Be patient and appreciate of Tech Support. They’re addressing a 60-70% increase in work tickets, dealing with 4200 tech services a year
* If it takes more than a day for non-emergency ticket resolution, thank you for your patience
* Increased number of computers and campuses but not adding anymore tech support. Please help advocate for more tech hires.
* Student Workers:
* Computer Commons are currently experiencing a delay in student workers due to a change in federal work study over the summer. This means fewer student workers are ready and trained at the start of the fall semester. Only about six, paid for out of the tech dept funds, are ready and trained for the fall
* Encourage students who need tech help to visit the Student Information Desk (SID)
* Co-Hosts (student workers) will triage a student’s issues with canvas or banweb and try to resolve the issue
* If SID co-hosts are unable to help a student with tech issues, they will relay them to other student co-hosts with the Renegade Hub with more advanced tech experience
* If Renegade Hub co-hosts are unable to resolve the issue, they will escalate to college technology staff
* In some cases related to banweb, students may have to work with Admissions & Records and will be referred by co-hosts

# Academic Technology Updates

* Dan Hall is now heading this up
* Projects for student success technology are still underway but have been handed off to the executive team to make decisions about what projects to pursue
* Dan Perlato now oversees Student Success Technology (SST)
* Nicole Avina is Program Manager for SST
* Faculty and staff requiring canvas support should complete a [campus support form](https://bakersfieldcollegeedu.formstack.com/forms/canvas_support_request), which is usually fixed within the same day
* Consider creating and attending flex workshops
* Submit the ISIT portion of program review no later than Oct 10th, 2023

# Meeting Adjourned

* Content of Agenda Item placed here.