Information Systems and Instructional Technology Committee
Approved Minutes
September 9, 2014, 2014
3:00 pm – 4:10 pm
SGA Conference Center

Attendees: Leah Carter, Richard Marquez, Todd Coston, Kristin Rabe, Michelle Pence, Reg Artwell, Heather Keldgard, Judy Ahl, Cindy Hubble, Kirk Russel, Gabi Martin, Greg Cluff, Bill La.

Minutes by: Gabi Martin

Approval of minutes from May meeting: Verbally reviewed by Todd, Leah motioned and Kristin second it.

Info/ introduction of committee to new members:

All committee info can be found on KCCD webside/Inside BC. Look for BC committees.

Any additions to agenda – please e-mail requests and specifics to Todd or Rich no later than a week before the committee meeting since agenda will be discussed in meeting between Todd and Rich at that time.

ISIT will not make decisions, but rather discuss technology issues brought from all the college departments and make recommendations to the Academic Senate and the college president. Recommendations however carry lots of weight.

Technology requests will be submitted to ISIT and prioritized. ISIT also recommends technology policy and procedures.

Todd read college charge for ISIT. Any changes to charge – discussion and approval will be through Academic Senate and college president.

It is committee member's responsibility to take issues back to their departments for feedback/input and bring back to ISIT.

Homework assignment #1:

Review goals from last year (posted on committee site) and submit ideas for this year's goals to be discussed at next meeting. Todd stated that goals are in committee minutes from April 7th (end of year committee report)

Todd Coston presented **Bill Mosely's Goals for TIPD:**

1. Continue to develop and test online orientation

2. Start new initiative with individual tech appointments
3. Continue to develop and enhance the BC-TIPD site and Community
4. Pursue college-wide technology projects and initiatives
5. Continue to help drive innovation and technology in committees

(details on website)

Todd updated on new telephone system upgrade:

Old analog phones work with new system, so office phones will be replaced as the budget allows (updated infrastructure needed). New voicemails need to be set up by dialing 4700 – default password: 1234

Academic technology conference is planned for February 5 2015 (tech in classroom)

Kristin Rabe update: Over the summer class rooms in Ag, performing arts updated with equipment. Class rooms added to humanities and ASL in LA building. 4 STEM classrooms also updated with equipment.

Icon on desktop to connect to helpdesk for fix-it tickets

Kristin described "sidekick – tools that inspire" different tech opportunities for faculty, i.e. CCCconfer – call Kristin if info needed re CCCconfer.

Homework assignment #2:

Look at tech plan on website (#4?)

1. Review 2012 – 14 tech plan goals
2. Review strategic objectives
3. Review strategic goals and initiatives (i.e. improve wireless infrastructure – FYI some budget dollars used every year to improve wireless access)
4. Will vote on this next ISIT meeting

Next meeting October 6 3:00 pm in SGA board room

Respectfully submitted

Gabi Martin