Information Services Committee (ISC) Meeting Minutes

Attendees: Jamie Cavanaugh, Jocelyn Chong, Ellen Cutler, Jinan Darwiche, Steve Hunt, Ebrahim Jahangard, Diem Nguyen, Waleed Nasr, Steve Peterson

Meeting time: 9/18/2014, 11:15 AM to 12:30 PM

1. The ISC reviewed and approved 6/5/2014 meeting minutes.

2. Jamie announced that the scheduled ISC meeting on 3/19/2015 has a time conflict with spring semester flex day.   The committee agreed to cancel the meeting and decide on alternative day to meet if needed.

3. Ellen announced WebAim training is scheduled for 10/2/2014.   The training provides overview of building perceivable, operable, understandable, and robust web sites, with the emphasis on how disabled interact with web sites and HTML accessibility techniques. Faculty in related departments, multimedia and IT development staff are invited to attend.

4. Jamie shared Academic Senate objectives for 2014-2015 and pointed out that objective number 6, implements a forward thinking vision for technology planning, is directly relevant to the planning activities of this committee.

5. Jocelyn reported that the State confirmed a one-time instructional block grant allocation for 2014-2015.   The funds enable us to fulfill all identified priority instructional objectives that the committee recommended last year. However, due to the funds were not available until late August, the implementation of planned projects will have to be scheduled whenever feasible during the fall semester or delay to winter or spring semester. The one-time fund is expected to expend by the end of the fiscal year without carryover.

6. The committee discussed the possibility of using the rest of the available funds to accomplish the enablement of 100% smart classroom objective.   Al confirmed that the timeline is feasible but will require coordination and detail planning to install while avoiding interruption of classes.

7. Jocelyn reported that the technology survey result was downloaded into database and was sent forward to IR for analysis.   The committee agreed to have IR generate report of the responses and provide demographic analysis on students' major, enrolled units, and on-ground/online enrollment pattern.   Jamie will invite IR to present the result in the next meeting.