

2016_02_25 ISC Meeting Minutes

Attendees: Ebrahim Jahangard, Shawn Jordison, Jinan Darwiche, Maria Erickson, Al DeSalles, Jenn Hsieh, Carol Womack, Steve Peterson, Bob Dammer

Meeting begins at 9:30 AM.

Shawn introduced as interested party from DSPS.

Minutes from 12/3/2015 examined.

Amendment from "UCLA" to "USC language department" requested by Maria. Also, "Hybrid" should be changed to "Spanish language". Maria did not take part in the call to the California Community College Tech Center.

Carol motions to approve minutes as amended, Maria seconds, motion passed at 9:40 AM.

Department technology requests for the spring: Jinan has sent a reminder to faculty to submit their requests. Jinan asks ISC members to advise their departments of the distinction between faculty computer requests (can be made by individual faculty) and department technology requests (made only by the department chairs).

Al asks how to make department technology requests for 3 smart classrooms that were not included in the main installations, and which still need to be installed. Jenny Merlic will be emailed the department technology request forms and Jenny can use those forms to request the 3 smart classroom installations.

Bob mentions that we have a computer replacement program going on and it needs to be meshed with the ISC's faculty computer replacement requests to ensure that new computers are not installed redundantly.

Carol mentions a computer movement/installation issue in the Library and is advised to submit the request to the Telecom Department.

ServiceNow. Bob reports ServiceNow is currently being used internally by Information Technology, but partly due to Network Services personnel being pulled off the project to work on Canvas, estimated time of readiness for general availability of ServiceNow is now sometime in March.

Wireless printing. Al speaks on it. Current printing contract with Xerox ending in June 30, 2016. SMC has been looking at technologies offered for wireless printing. Media Services will be starting a wireless printing pilot test with Xerox next month. The technology needs to be tested and evaluated and then priced by purchasing.

The Faculty/Staff lab has been moved, Bob not sure if any email was sent to notify SMC of the change in location. Waleed would be best candidate to send an email. Jinan to contact Waleed.

TPC retreat update -- did not take place during the winter semester -- there might not be a technology retreat this spring either. Potentially, however, it might take place each spring, starting with this spring or spring of next year. TPC will be doing a flex day presentation, however, the goal of which is to get faculty to think about what technology would be helpful in their work.

Faculty home pages -- plan is to have a system that does an auto populate of basic information for each faculty. Many issues have arisen concerning which web tool would be best to use. Shawn mentioned that Sharepoint, our current tool, works well with office 365. Jinan mentions that Dan Rojas is looking into Office 365. However, any advantages of a new tool would have to be weighed against the time it would require for faculty to learn how to use the new tool. Jinan to ask about Office 365 in her next TPC meeting. Some other proposed tools for web page building appear to have security issues.

Lecture capture discussion to be postponed until Ellen Cutler is available.

Maria mentions she has heard we are discontinuing support for Flash and Java. Further discussion indicates that outside support for Flash and Java might make it difficult to continue usage of those products in the computer labs.

Jinan intends to discuss department technology requests on meeting taking place on the 10th of March.

Motion to adjourn made by Carol, seconded by Ebrahim, passed at 10:26 AM.

2/25/16 ISC Sign-In Sheet

Present:

Al DeSalles

Shawn Jordison

Steve Peters

Carol Womack

Jennifer Hsieh

Rob Dammert

Ebrahim Jahangard

~~Mary~~ Maria Erickson

Sinan Darviche