

05_12_2016 ISC Meeting Minutes

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

Meeting begins 9:35 AM

Minutes from 20160428 ISC Meeting examined, motion made by Ebrahim, seconded by Jenn, to approve. Minutes approved unanimously.

Faculty Computer and Departmental Technology requests

After discussion of outstanding faculty computer request status and Departmental Technology Requests, Design Technology is moved to the "lean toward approval" list with a note indicating that perhaps this can be handled with next year's Equipment Replacement Program funds. A Photo Department request for 3 MacBook Pro's is moved there as well, and the entire list of "lean toward approval" items is voted on as far as whether the ISC recommends funding. Motion is made by Maria, seconded by Bob to recommend funding of "lean toward approval" items, and motion is passed unanimously.

DSPS and campus purchases

Ellen suggests that Disabled Student Program and Services should play a larger role in vetting the SMC purchasing process, especially in regard to purchasing software products. Jinan suggests we look into formalizing the software ordering process to the point where a form is filled out when software is ordered, with the idea in mind of proving that a purchased product is 508 compliant. Perhaps there should be an Academic Senate 508 committee formed to handle these matters. Ellen mentions we want to make sure we do due diligence with 508 but also that we not bring SMC to a screeching halt by halting useful purchases. Ellen amended this statement by clarifying that the DSPS office is not officially responsible for this, and that the college administration needs to drive this process.

Smart classroom use policy –

Currently there is no existing policy that we can use as a basis for generating a new one. The committee examines Jinan's draft, which has been edited by Ellen. Al asks about possible issues created by statements in the policy which might lead to Media Services being asked to fix computers. Committee edits document projected on the screen. A motion is then made by Maria, seconded by Al, to take the resulting document to the Academic Senate for approval. Jinan amended this statement by adding this approval is not required and this will be brought to discussion.

Software list

A list of software available for SMC users is shown on a projection screen for the committee, and is discussed and edited. The list will require further editing so that it will show which software products currently come standard on instructor computers, what software is available aside from the standard products installed by default, and what software is available in the Faculty/Staff lab. Will come back to this in topic next meeting to finalize.

Next meeting will feature the new DSPS website. Committee is asked to think of things to work on for next year's meeting. Ellen suggests lecture capture.

Adjournment

Motion made by Carol to adjourn, seconded by Jenn.

Meeting adjourned at 10:53 AM.

ISC 5/12/2016

Jina Davila

Jennifer Hsieh

Shawn Jordison

Ellen Cutler

Ebrahim Jahangard

Al DeSalles

Rob Dummer

Carol Womak

Stu Peters

9:38 Maria Erickson