Information Systems and Instructional Technology Committee

MINUTES

Date: 12/06/10

Time: 2:30 p.m. to 4:00 p.m.

Attendees: **Co-Chairs**: B. Moseley, B. Suderman **Reps:** J. Ahl,
L. Carter, G. Cluff, H. Eydgahi, D. Jorgensen, E. Miller, M. Oliver, W. Sims, I. Stierle,
K. Rabe, K. Russell **Ex-Officio Member:** D. Barnett **Recorder:** C. Sifuentes
Absent: T. Bohan, J. Carpenter, A. Chiang, C. Collier, H. Eydgahi, A. Geiser, J. Hart,
T. Lovelace, N. Strobel, M. Richie, L. Schiers, T. Tompson

1. **Review and approval of minutes:** The meeting opened at 2:35 p.m. The minutes for November were approved with noted correction.

2. **Review action items:**

   Action: Department representatives to go back to their department chairs to confirm their ISIT plans have been submitted. Completed.

   Action: Bonnie will summarize copy cost handout and send it out to the ISIT Committee for review. Completed. Number of copies being done has come down since this handout has gone out.

   Action: Dave will look into getting the wireless access job aide on the website updated. Completed.

   Action: Dave Barnett to summarize conversation about the IT restructure and to specifically note ISIT's concern about the lack of the TLC being involved in the process. Summary then to be sent to President Chamberlain. Completed.

   Action: Bonnie will look into the difficulty being experienced by some faculty when shutting down computer labs. Bonnie spoke with the network technicians who were then to speak with point people in labs to see if this could be remedied. The network technicians still need to speak with point people in labs.

3. **Additions to agenda:** None.

4. **Campus updates:** The Bakersfield College Interim Information Technology Director position has been advertised and will close December 10th. Committee members questioned why our position was posted as in interim position. Cerro Coso College's Director of Information Technology was not advertised as interim.

   Action: Bonnie will ask why Cerro Coso College's Director of Information Technology position was advertised as permanent.

   The district is moving forward with installing a security system on campus. The security system will initially be installed in the business building and the fine arts building. The district is contacting department chairs and deans of areas located in the business building and the fine arts building to discuss the security system.

5. **District updates:** The Bakersfield College Executive Vice President of Academic Affairs and Student Services is in support of having faculty input on the issues that have surfaced with the Moodle/Luminis integration pilot. She will be discussing this more with the Vice Presidents of Porterville College and Cerro Coso College. A district-wide group consisting of faculty, administration and Information Technology staff was proposed to discuss the integration issues. At this time nothing firm has been decided.

   Delano is experiencing some network slowdown due to some upgrades that were unable to take place this weekend.

   The proposed district-wide restructure of Information Technology has been presented to the Chancellor's Cabinet. At this time the management portion of the restructure has been approved. Beginning January 1st the Director of Information Technology for Bakersfield College will be reporting to the President.

6. **Luminis:** The work to transfer Luminis from one large computer to four computers with a "load balancer" on the front end has been completed. The three campuses have recently been given access to it to rebuild their content. Once the Luminis content has been rebuilt load testing will begin to test the new configuration. They hope to begin load testing in January. The Luminis launch may be delayed to the end of the spring semester due to the Banner 8 launch and the Luminis/Moodle integration testing.

7. **Distant Education Task Force (DETF):** The Distance Education Plan outline has been more "fleshed out". Sections of the outline have been distributed to task force members for further research. A "very" rough draft of the plan may be ready for review at the next ISIT meeting.

8. **Computer login changes:** The district is in the process of setting up a password reset process that will sync all our various passwords into one. This change will also resolve some login issues that employees and students have if they have business with more than one campus within our district. The login changes will begin to take place Monday, December 13th. Once you reset your password in MyBanWeb, your login will change to your e-mail address. Please refer to the e-mail Bonnie Suderman has sent out regarding this topic for more details.

9. **Media Services Website and projects:** If you have any equipment requests please get them to Media Services.

10. **Good of the order:**

The meeting adjourned at 3:00 p.m.