

## Information Services Committee Minutes for Thursday September 12, 2013

ISC Attendees: Simon Balm, Jamie Cavanaugh, Ellen Cutler, Jinan Darwiche, Maria Erickson, Steve Hunt, Walter Meyer, Steve Peterson, Waleed Nasr

Meeting time: 11:15 AM to 12:30 PM

1. Proposal to approve minutes from 5/30/13 at next meeting.
2. List of committee members will be given to Senate President with the same members as last academic year with the addition of Al DeSalles. The committee will have three joint meetings this year with the Distance Education Committee. Chairs will collaborate more closely on an agenda to make the joint meetings more focused on topics of mutual interest.
3. Academic Senate Objectives. One objective carried over from previous year is to adopt a technology plan in collaboration with DPAC. ISC along with TPC will collaborate and contribute. It's anticipated that more funding will be available for technology proposals.
4. Center for Teaching Excellence (CTE) may serve as a resource for BYOD guidelines, support, and training. Currently the CTE has a section on the SMC website that could be used for these purposes.
5. Faculty and Student Surveys. ISC will collaborate with Distance Education Committee so that questions can be included in one survey. Proposed questions for faculty: What would their ideal classroom look like technology-wise? How would your teaching be different in a smart classroom?
6. SMART Classrooms. It was mentioned that many instructors teach in HSS but don't require or use technology to teach their classes. Perhaps instructors need to work with Georgia to get smart classroom assignments. Should ISC try to set guidelines for room assignments? There was a discussion that perhaps this could be done in collaboration with the Chairs committee. Or maybe a certification process should be created for smart classrooms usage, not as a requirement for using such rooms, but as a best practice.
7. Technology resolution. There was discussion that perhaps we can need to improve our messaging. Where are we compared to others colleges? Does Administration understand the shortcomings in our classroom technology? There was a suggestion to invite Georgia to come and talk to us about the logistics of assigning smart classrooms.

8. ISC Goals for 2013 -2014

1. Senate resolution regarding SMC technology implementation
2. Faculty and Student surveys
3. Usage agreement
4. BYOD policy
5. Technology plan for Academic Senate
6. Best practice document for accessibility

Meeting adjourned 12:30 pm