

## Information Services Committee (ISC) Meeting Minutes

Attendees: Simon Balm, Jamie Cavanaugh, Jocelyn Chong, Ellen Cutler, Jinan Darwiche, Al DeSalles, Maria Erickson, Steve Hunt, Ebrahim Jahangard, Walter Meyer

Meeting time: 5/14/2015, 11:15 AM to 12:30 PM

1. The Committee reviewed ISC 5/14/2015 meeting minute. Jinan moves to approve and Ebrahim seconds. The Committee approved 5/14/2015 meeting minute unanimously.
2. Jocelyn announced her retirement date starts on 7/1/2015. She thanked the Committee members for their continued support in working with IT Department to plan SMC instruction technology direction and implement annual technology objectives.
3. Jamie reported that there were two online tutoring vendor demonstrations in the last DE meeting. Ebrahim attended both sessions which were from SmartThinking and NetTutor. He stated that both vendors charge 25\$ per hour but most attendees consider SmartThinking is a better solution. Committee members have questions and concerns regarding how the College would be able to cost effectively implement the solution and offer the service to our student population given the volume and diverse needs. Jamie suggested that we will invite DE Committee Chair, Sal Veas, to provide update in the next meeting.
4. Jamie presented the final version of the technology vision statement at the Academic Senate Executive meeting. The item will be proposed in the next Senate meeting to gain broader feedback and buy-in.
5. The Committee discussed Bring Your Own Device (BYOD) policy and implementation strategy. Jocelyn provided the background information regarding three major support plans that are implemented in preparation of the BYOD trend. They are:
  - Network and WiFi capability upgrade,
  - Citrix deployment to enable secured access to sensitive employee and student private information,
  - Mobile application development whenever applicable.

Jamie and Jocelyn presented a few sample school BYOD policy websites for committee members to review and provide feedback. There was discussion on whether the approach should be an implementation guideline or policy. Or, a BYOD policy update language can be amended in the current network computer use policy. The Committee will continue the discussion in the next meeting.