Information Services Committee
Minutes for Thursday Feb. 21, 2013

ISC Attendees: Simon Balm, Jamie Cavanaugh, Jocelyn Chong, Jinan Darwiche, Maria Erickson, Steve Hunt, Walter Meyer, Steve Peterson

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

1. The Committee reviewed and approved 12/06/12 meeting minute.

2. Jocelyn updated the Committee on technology objectives progress in 2012. Major items include:

   - Completed all State mandated administrative/enrollment regulation changes.
   - Completed all 2012 workstation installation and replacement plans.
   - Completed network core (10GB enabled) and WiFi (1000 Access Points ready) upgrade project.
   - Implemented web enabled off campus Modern Language virtual lab project. The vendor is working with SMC IT on a final step to export student usage data so faculty and students can access merged total usage statistical report.
   - Completed virtual application proof of concept project which successfully virtualized graphical intensive software such as GIS and Matlab.

3. Jamie summarized last ISC/DE meeting outcome and concluded that DE will consider modifying by-laws to include wording on collaborative relationship with ISC and ISC will include similar wording in the ISC by-law as well.

4. Committee members discussed Teaching Learning Center initiatives and opportunities. For example, a mentorship can be established as part of faculty professional development program to enhance faculty technology proficiency and exchange pedagogical best practices.

5. The Committee discussed technology objective request process for 2013 timeline. It is important to complete the prioritization process and propose recommendation by May to meet fiscal deadline. The committee determined that all departmental technology and faculty computer requests need to be submitted by April 15th. Jamie and Jocelyn will update contact list and memo to Chairs and faculty. The solicitation emails will be sent out as soon as possible by Jamie.