

APRIL MINUTES – 04/28/2020

In Attendance:

Jimmy Roque, Thomas Dobbert, Brandy Scarnati, Ed Corbett, Ygnacio Vazquez, Chris Quantrell, Conrad Wong, Gabriela Brochu, Jennifer Hock, John Wilson, Jorge Rubio, Kyle Smith, Lee Anderson, Miguel Diaz, Paul Seybold, Raymond Joakimson, Shehara Snow, Steven Bale, Jenny Krupka, Ricky Genz.

Item 1: Approval of March Minutes

- There are a few changes requested in the minutes by Thomas.

Item 2: Updates (No Official Agenda Items)

- CSN is running two classes on our campus (Surgical Tech and Radiology Therapy).
- 60 zoom licenses were purchased for the campus and 51 are currently used. Zoom is being used by the Nursing Department for HESI testing as well as Helen in the Testing Center.
- iMacs for SIER 205 have been received. 22 of them are being stored in Media Services. Those will be replaced when we are allowed back on campus.
- 116 laptops have been loaned out. 54 for students, and 62 are admin laptops. Monitors are loaned as well.
- There has been a return process approved by the deans for loaner laptops. IT is requesting that they be returned no later than a week after the end of the semester, the week of May 18 - 22.
 - The laptops will be disinfected and reimaged. If a student is taking class during the first summer session, they can hold onto the laptop. They need to alert IT so that IT can verify the summer class.
 - If students take a second summer session class, IT is requesting they return the laptop so it can be reimaged.
 - This whole situation can be used as a blueprint for future online classes or the major bridge construction over US395.
- There is an application named "Krisp" that reduces background noise (Kids, Keyboard clicks, etc). It uses AI. It is free for the first two hours.
- Thomas was asked to present some data to the planning council. Thomas was concerned about falling short on the number of laptops the school would need for students. Luckily the school has been able to meet the demand. A survey is being sent out to students on how their sudden transition to online has been and how the college has been doing. The big thing for IT was knowing if students were being told about the loaner laptop program.
- There have been very few technical calls from students to IT.
- VISTA 104 will be turning into a math classroom. This used to be the writing center. Equipment is purchased for Redfield 115. This will be a computer lab with 44 computers.
- For FA20 semester. Meetings will be held the last Tuesday of the month at 10am.

- WebCollege will be conducting virtual training in May on using features in Canvas.
- Faculty and students can call IT to set up an appointment for any help on Password reset, software installation, etc.
- The college has paid for online tutoring using Tech Fees
 - WebCollege spent money as well on Conferencing for Canvas.
- There will be no lifecycle replacement on admin computers next year.
- Webservices has had to do A LOT of updates on the website. Departments, programs, classes, etc. have been asking for updates on the website.
- Conferencing is all up to the instructor. It is their preference to use what works best for them. They have the option to use BBB, Bluejeans, or Zoom.

Item 3: COVID Updates

- As of right now there are NO official dates/plans for when admins and staff will return to campus.

Dates for Fall 2020

To be announced