**Faculty Advisory Committee on Technology (FACT)**

Tuesday, October 6, 2015 – AS-125 – 11:00am-12:15pm

MINUTES

1. Call to order

**Attendance:** R. Toossi, S. Adams, J. Pandya, F. Vasilomanolakis, D. Hildreth Pisarcik, L. Moske, J. Foster, K. Wilson, B. Allen, M. Aliasgari, Shawna Dark, M. Harwell

**Absent:** P.Jalkumar (sabbatical F15), T. Travis

1. Approval of the Agenda
2. Approval of Minutes from 9/1/2015
3. Hybrid/Flipped Proposal Update – L. Moske -
	1. Training program is revamped, condensed into a 2 week training.
		1. Dates for training January 4-14
			1. Hybrid- Monday-Friday, 9am-12pm
			2. Flipped – Monday-Friday, 1pm-4pm
	2. Proposal re-sent in Provost Message, Sept. 30, 2015
	3. Deadline to submit proposals – October 30, 2015
	4. Timeline
		1. Proposals due to be submitted by - October 30
		2. FACT review of proposals - November 3-10
		3. Meeting for FACT recommendations – November 17
	5. FACT will make recommendations to the Provost in late November or early December, for the next set of proposals.
	6. 20-30 participants will be selected.
	7. Issues raised:
		1. Is this training program for faculty development of course development?
		2. How is the correct course format (hybrid, flipped)selected
		3. How many can take the training?
4. Introduction of Bryon Jackson – Information Technology Services (ITS) representative.
	1. Bryon Jackson – ITS rep – introduction as part of committee – Chair of ITS group
* IT support committee ITSC
	+ What is ITC – customer focused group who provides infa-structure to IT organizations on campus –
	+ Provides an infrastructure
	+ Formed in 2011
	+ Made up of tech representative from each college/division 50+ tech staff
	+ Meets every 2 weeks
* ITS responsibilities
	+ Beach id
	+ Fishing alert
	+ Singlesignon
	+ Office 365
	+ Lync
* Also involved with subgroups
	+ Active directory – provides infrastruccture
	+ Software deployment
	+ Desktop/software standards
	+ It tech forum – every 2 weeks meet
* Methodology
	+ Framework of best practices for IT Service Management
* ITKnowledge Base
* <http://www.csulb.edu/itkb>
1. Charge of Committee issues:
* Questions on main purpose of committee –
* What should we do and who should be on committee
* Discussion on ITS, ATS, Techs on campus Library
* What faculty needs
* FACT reflects and reports the needs of faculty
* CIO early next year
* Purpose and Charge was revised.
* Students to participate more on committee.
* Add CCPE to Membership
* Clarify ATS people

Recommendations from the committee for course conversions

Strategic planning for departments

Student issue for next time (should there be a student body/ASI technology advisory committee?)

Look at roster

Review of FACT charge

Approved 11/3/15