**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