Minutes
IT/DE Sub-committee Regular Meeting
Friday, December 12, 2025
8:30 A.M., Google Meet

I. Establishment of Quorum: Nichole Collins, Sherry Goodyear, Dr. Geno Castillo, Gene Sandoval, Jeff Gamblin, and Larry Paiz.
Guests: None

II. Call of Meeting to Order: 8:37 A.M.

III. Approval of Agenda: Moved by Sherry and Seconded by Geno. Motion carried unanimously.

IV. Approval of Minutes (10/10/2025): Moved to approve by Geno and Seconded by Gene. Motion carried/unanimously.

V. Informational/Discussion Items:
   a. Open discussion –
      -Kevin Williams wants Blackboard Trainings for faculty.
      -Geno thinks short "How-to" videos would be good.
      -Cengage training would be helpful for those who want to use textbooks from there.
      -Spring 2026 will be the first semester we will use First Day Complete for our student's books.
      -2026 Anthology sandboxes will be available.
      -2027 Full transition to Blackboard should be done by Spring, 2027
      - By Fall, 2026 Policies and Procedures manuals should be done.

VI. Open Bills
   a None

VII. Action Items
   a None

VIII. New or Follow-up Items for Next Meeting's Agenda:
   a. Blackboard training for faculty

IX. Adjournment: 9:29 A.M.

X. Next Meeting: (1/9/2025) 8:30 A.M.