Minutes
IT/DE Sub-committee Regular Meeting
May 1, 2024
3:00 pm, Google Meet

I. **Establishment of Quorum:** Nichole Collins, Larry Paiz, Rachael Lucero, Geno Castillo, Greg Salazar, Shannon Ortiz, Sherry Goodyear, Aaron Smith, and Bernadette Maldonado.
Guests: Kevin Williams

II. **Call of Meeting to Order**: 3:03 P.M.

III. **Approval of Agenda:** Greg Salazar moved and Sherry Goodyear seconded. Carried unanimously.

IV. **Approval of Minutes**: (3/27/24) – Larry Paiz moved and Aaron Smith seconded. Carried unanimously.

V. **Informational/Discussion Items:**

a. Open discussion

a. **LMS Update:** Results of *Black Board Anthology* Review and *Canvas* Review survey went as follows:
92.3% of respondents **watched** the presentations on *Anthology* and *Canvas* either live or via recording.
7.7% of respondents **did not watch** the presentations either live or via recording
92.3% of respondents **preferred** *Black Board Anthology.*
7.7% of respondents **preferred** *Canvas***.**
The survey was sent out to 57 faculty of teachers and 26 (45.6%) of them completed the survey.
-Overall, ***BB Anthology*** is preferred because of it's A.I. generative capabilities, cost is cheaper than ***Canvas*** for more cutting-edge technology, ease of transition from old LMS into this new one, continuity in data, cutting-edge technology, detailed analytics, and exciting bells and whistles.

b. **Training for online instruction** – will happen next semester.

c. **Online teaching best practices –** working on this for in-service week. Many teachers feel guidelines/policies regarding asynchronous and online courses would be nice.

i. **QM** – this is for teachers who are teaching online, not just housing their syllabi.

ii. **Course availability** –

VI. **Open Bills**

a None

VII. **Action Items**

a **LMS –** Motion to accept the teacher recommendation of going with *Black Board Anthology* for our LMS was made by Sherry and seconded by Greg. Motion carried unanimously.

VIII. **New or Follow-up Items for Next Meeting's Agenda:**

a. LMS transition update
b. Phone App
c. Membership information on website
d. HLC update
e. Vice Chair Position

IX. **Adjournment:** 3:39 P.M. First by Sherry, Second by Greg. Motion carried unanimously.

X. **Next Meeting**: tentatively Thursday, May 13, 2024 of In-service week.