Minutes
IT/DE Sub-committee Regular Meeting
May 12, 2026
11:00 A.M., Google Meet

I. Establishment of Quorum: Nichole Collins, Gene Sandoval, Geno Castillo, Aaron Smith, Sherry Goodyear (Larry Paiz popped in at 11:45 A.M. after we had adjourned because he was double-booked in another meeting.) Guests: None.

II. Call of meeting to order: 11:05 A.M.

III. Approval of Agenda: Moved by Gene and seconded by Geno. Motion carried unanimously.

IV. Approval of Minutes:

12/12/25: Moved by Gene. Seconded by Aaron. Motion carried unanimously.

1/8/2026: Moved to approve by Gene with corrections. Seconded by Geno. Motion carried unanimously.

2 /6/2026): Moved to approve by Gene with corrections. Seconded by Geno. Motion carried unanimously.

V. Informational/Discussion Items:

a. LMS Update: We will be fully functioning in Blackboard Ultra in Fall 2026.
    a. Full migration Fall 2026. Blackboard Anthology went bankrupt. So now the system will just be called Blackboard.
    b. - Training - March 17 and 18, 2026 (20 people attended both live and online). The training was good. Audio problems sometimes negatively affected the clear transmission of the information.
    - There is a need for FAQ sheets for Blackboard. We need to send the topics we would like to see FAQ sheets on to Nichole.
        i. Office hours to help people with Blackboard are happening during the Spring end-of-semester in-service (5/12/2026 @ 2pm).
        ii. We need to help each other, especially new or adjunct professors, with any issues they may have with their online courses.
    c. QM - our license has been renewed. It had lapsed for a short time in April, but all of that has been taken care of. It used to take three peer reviewers to certify a class, but now it only takes two.

b. Membership
    a. New members: We can recruit between now and August.
    b. Officers - (No volunteers to be chair, co-chair, etc.)

c. Upcoming academic year 2026- 2027 goals
    i. FAQ's and Tip Sheets
    Ii. Any other ideas should be emailed to Nichole over the summer.

VI. Open Bills

a None

VII. Action Items

a. None

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

a. FAQs and Tip Sheets
b. Blackboard
c. Goals

IX. Adjournment: 11:40 P.M. Moved by Aaron and seconded by Gene. Motion carried unanimously.

X. Next Meeting: (8/? /26 - In-Service week)