Minutes
IT/DE Sub-committee Regular Meeting
August 14, 2026
9:00 A.M., Google Meet

I. Establishment of Quorum: Nichole Collins, Gene Sandoval, Geno Castillo, Aaron Smith, Sherry Goodyear, Larry Paiz, Jeff Gamblin, Billie Mathews
Guests: None.

II. Call of meeting to order: 9:04 A.M.

III. Approval of Agenda: Moved by Larry and seconded by Aaron. Motion carried unanimously.

IV. Approval of Minutes:
05/12/26: Motion to table made by Billie and seconded by Geno. Motion carried unanimously.

V. Informational/Discussion Items:

a. LMS Update: We will be fully functioning in Blackboard Ultra in Spring 2027. All online instructions currently have at least one or more classes they are teaching in Ultra this semester.
    a. Full migration Spring, 2027. Once that happens, the system will just be called Blackboard.
    b. Trainings offered this week and several groups including nursing took advantage of them.
    c. We need to help each other, especially new or adjunct professors, with any issues they may have with their online courses.

b. Membership
    a. New members: Need someone to represent from Nursing and Education and possibly Business.
    b. Officers – Nichole Collins will remain Chair and Sherry will be the CoChair/Secretary

c. Upcoming academic year 2026- 2027 goals
    a. Full migration to Blackboard Ultra which will become just Blackboard in Spring of 2027
    b. Instructional Technology Inventory. ITDE can come up with a method of keeping track of all of the technology we have on all of our campuses and create a technology replacement plan. Jeff Gamblin will check with Shannon Ortiz and see what she is already doing in this area. Depending on what he learns, he will reach out to department directors to see what needs to happen.
    c. Gene Sandoval asked of there is a way to block Chat GPT and other A.I. tools on our computers especially during testing as students are using it to take their tests.
        i. We need an overarching A.I. Policy on Campus
        ii. We also need one for Instruction that takes into consideration academic freedom
        iii. Dr. Billie Mathews uses an originality section on her grading rubric where she deducts points when she catches students using A.I. She also makes them cite any outside sources used to include anything they have taken from A.I., so student can use A.I., but they must give the tool they used credit for what they had it research or write for them. Works great for writing assignments, but not so much for those using A.I. to find answers for tests.
        iv. Some recommend writing quizzes in a way that A.I.in not usable for it.
            A. Going back to hardcopy tests is one recommendation
            B. Having students hand write and submit a picture of their work is another way.

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. New Goals
d. Instructional Technology Replacement Plan
e. A.I. Policy

IX. Adjournment: 9:47 A.M. Moved by Geno and seconded by Billie. Motion carried unanimously.

X. Next Meeting: (9/? /26) (Nichole will send out a poll to find a time that works for everyone).