Information Systems and Instructional Technology Committee (ISIT)

FUNCTIONS

1. Recommend campus-wide technology policy and procedures.
2. Determine and monitor campus software and hardware standards.
3. Allocate technology resources.
4. Review all significant technology projects.
5. Determine and monitor procedures for obtaining technology services.
6. Establish a system of communication between users, district and campus technology resources, and the Academic Senate.

MEETINGS

The ISIT Committee shall meet on the first Monday of each month during the school year, from 2:30 to 4:00 pm.

The date and time of each meeting shall be placed on the college master calendar at least one week prior to the scheduled meeting.

QUORUM

1. A quorum shall consist of a majority of the members, not including the co-chairs.
2. A vote will be taken on all matters requiring a vote.

AGENDA

1. All agenda items must come to the ISIT committee through the co-chairs.
2. The agenda and supporting materials will be provided to the committee members three days prior to the meeting.
3. The deadline for submitting agenda items is one week prior to the scheduled meeting.

MEMBERSHIP

The ISIT Committee shall be composed of the following:

- (1) Administrative Co-Chair
- (1) Faculty Co-Chair
- (4) Administrative Representatives
- (1) Faculty representative from each department
- (1) Student representative, appointed by the SGA
- (3) Classified Staff representatives