Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
May 2, 2011

Members:

Victor Belinski, Co-Chair X	Katalin Gyurindak X	Paul Kittle, Co-Chair X	Don Potter X
John Alvarez	Bruno Hernandez	Rich Lee X	Jim Smith X
Shanti Atashpoush	Phebe Hosea X	Paulo Madrigal X	Kate Scott (Minutes) X
Meghan Chen	Robert Jackson X	Barbara Mezaki X	

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Review of Minutes	The April minutes were approved as presented.	The minutes are posted online and in the ITAC Group Studio.
2. Update from PAC	PAC did not have a meeting.	Information Only
3. DL Report	Paul Kittle reported that Distance Learning is forwarding a dual recommendation of Blackboard 9.1 and ModdleRooms for the college's LMS system. Either system meets the needs of the college. The committee discussed the price difference between the systems and the ability to grow with each system. Several members of the committee asked if faculty would be required to be recertified for online teaching if a new system was implemented. Paul Kittle stated that no decision has been made about the certification process. Students tend to adapt to new technologies fairly quickly and each course can be setup how the professor prefers. Noncredit students will have access in the LMS no matter which system is chosen. The committee discussed the integration of either LMS with Banner to ensure students have timely access to their online courses. The implementation timeline for each system was reviewed. The committee also discussed an add-on software product, turnitin.com. This software assists with	Committee members should forward comments about the LMS recommendation to Vic Belinski. Vic will be discussing this at the May 4 PAC meeting.

	highlighting possible areas of plagiarism and allows for rich feedback to students on their papers.	
4. Annual Review of Committee Form	The Annual Review of Committee form was discussed and completed. No changes were purposed for the purpose and function of the committee. Paul Kittle will be formally added as the co-chair. Paul Madrigal and Paul Kittle will investigate being re-appointed to the committee. Vic Belinski will contact Associated Students in the fall to request a student representative.	Kate Scott will complete the form and submit it to the President's Advisory Council.
5. Online Orientation	The current online orientation includes text, videos and quizzes. The committee reviewed Cabrillo College's online orientation which was created by a third-party company and does not include integration with their student system. Jim Smith would like online orientation to include many other student service areas on campus, not just Counseling. Departments should take ownership of various parts of online orientation to ensure it is current and accurate. Barbara Mezaki discussed the need to map out this project, involve many other areas, and devote resources to it which will take time and money. Robert Jackson and other committee members agreed that this is a large project that will require coordination of many different resources. Vic Belinski discussed the Administrative Systems Advisory Committee (ASAG) which oversees projects related to Banner and suggested that the expansion of online orientation should be brought to ASAG and prioritized as a project. The committee also discussed creating a formal workgroup under ITAC that focuses on web issues. IT now has a technical person focused on the portal and this subcommittee would involve representatives from various areas on campus to provide direction for web	ITAC supports enhancing and increasing online tools for students. A workgroup will be formed to focus on portal related projects.

	endeavors.	
6. Committee Goals and Progress Report	The committee discussed various projects IT has participated in related to the committee goals. Vic Belinski discussed several future IT projects including new help desk software.	A draft will be posted for the June meeting.
7. Other Items **A. Technical Questions**	A. Several committee members asked technical questions and requests related to additional Argos training, administrative access to computers in the classrooms, and GPAs on transcripts.	A. IT will investigate the questions and respond back to the committee member.
B. Next Meeting	B. The next meeting is June 6 at 2:30 p.m. in LTC Room 144	B. Kate will post an announcement in Group Studio for the next meeting.