Members:

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

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Review of Minutes	The October 1 minutes were approved.	The minutes are posted online and in the ITAC Group Studio.
2. PAC Update	Vic reported to PAC that the Technology Master Plan review was progressing and that sub-committees had been formed to review different sections of the plan. He also shared with PAC that ITAC discussed the Student Success Plan and recommended that the items assigned to ITAC are reassigned to IT. Vic also reported that AP 3720 will be voted on at the next Academic Senate meeting.	Information Only.
3. Technology Master Plan (TMP)	Subgroup 1 shared a handout regarding the Action Plan. They included comments in the Status/Status Date column and indicated several items could be removed from the list because they are complete. They also suggested that some of the goals need to be more specific so it would be possible to ascertain at a later date if they had been achieved. The committee discussed the handout from subgroup 1 and suggested that IT should consider using benchmarks or some other measurable objective to be able to determine if a goal had been achieved. IT will consider drafting new goals that include measurements. Subgroup 2 will email their report at the end of this meeting.	This item will be continued on the next agenda.

	Subgroup 3 has a draft revision to their section and Bill Rawlings discussed some of the suggested changes. They will send it out shortly.	
4. DL Report	Paul reported that the Distance Learning Committee is working on the Distance Learning Plan. They are working with IT on the electronic student evaluation process. They are also considering updating the SOLAR quiz and have shared it with Counseling to receive their feedback. Mary Johnson is working with the Faculty Association regarding DL teaching and the faculty contract.	Information Only.
7. Other Items	Vic discussed continuing the work on the Technology Master Plan during the winter break. IT will also ask for student input and request the two student representatives for ITAC.	
	The next meeting is December 3 at 2:30 p.m. in LTC Room 144.	A portal reminder will be posted about one week before the meeting.