



**Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
March 3, 2014**

Members:			
Victor Belinski (Co-Chair) X	Phebe Hosea X	Richard McGowan	Jeanne-Marie Velickovic
Shanti Atashpoush X	Paul Kittle (Co-Chair) X	Bill Rawlings	
Chau Dao X	Rich Lee X	Jim Smith X	Kate Morales (Minutes) X
Jean Garrett	Paulo Madrigal X	Joe Vasquez X	
ITEM	DISCUSSION/COMMENTS		ACTION/OUTCOME
1. Review of Minutes	The December 2013 minutes were approved with a minor correction.		The minutes are posted online and in the ITAC Group Studio.
2. PAC Update	Vic reported that there is no PAC update. The next meeting he is scheduled to attend is April 9.		Information Only
3. Update on Campus Strategy – Windows XP	The committee discussed the status of XP computers. As of April 2014 XP will no longer be supported by Microsoft. There are currently 263 campus computers running XP. IT plans to deploy some new computers to labs and use the lab machines as a trickle-down to eliminate the XP computers. Approximately \$100K will be spent this year to replace the most critical machines.		ITAC supports the replacement of XP computers.
4. Faculty Directory Options	The Web Team created a form for faculty to input their contact information so an online faculty directory can be created. The committee previewed the form and made some suggestions for changes. The Web Team will do a demonstration of the form at Faculty FlexDay.		Suggested changes to the Faculty Directory form will be shared with the Web Team.
5. DL Report	Paul reviewed the distance learning survey results. There were about 1,200 responses. Paul also discussed the planned mock accreditation review of distance learning courses. There is also a big push for making online content accessible with closed caption videos. The Library only purchases media that is accessible.		Information Only
6. Other Items	Vic reminded the committee to continue to post needs and ideas for the 2014-15 Technology Master Plan in the ITAC		Information Only

	<p>Group Studio.</p> <p>Vic described IT's new projects to implement Electronic Leave Tracking via Department Calendar. Rich Lee shared that this project will assist Payroll by providing more timely information to employees about their leave balances.</p> <p>Vic shared that he met with the representatives of a software product called QLess (http://qless.com). This product provides electronic appointment scheduling and check-in functionality. Financial Aid and other Student Services departments may be interested in using it. The cost is based on FTES which could be expensive for Mt. SAC.</p> <p>Vic shared the status of the College's document management procurement process. The evaluation team has reviewed the proposals and seen on-site demonstrations. Purchasing will be asking the vendors for best and final pricing. The evaluation team may have a recommendation in time for the June board meeting.</p> <p>The next ITAC meeting is April 7 at 2:30 p.m. in Bldg. 4 Room 2460.</p>	<p>A reminder will be posted in the portal and sent via email about one week prior to the meeting.</p>
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