



**Mt. San Antonio College  
Information Technology Advisory Committee  
Group Memory  
May 7, 2012**

Members:			
Victor Belinski, Co-Chair X	Phebe Hosea X	Paulo Madrigal X	Jim Smith X
Shanti Atashpoush X	Robert Jackson X	Barbara Mezaki	Joy Ugay X
Meghan Chen X	Paul Kittle, Co-Chair	Don Potter X	
Katalin Gyurindak X	Rich Lee X	Bill Rawlings X	Kate Scott (Minutes) X
ITEM	DISCUSSION/COMMENTS		ACTION/OUTCOME
<b>1. Review of Minutes</b>	The March minutes were approved.		The minutes are posted online and in the ITAC Group Studio.
<b>2. Update from PAC</b>	Vic Belinski reported that he attended the April 11 PAC meeting. Vic shared with PAC that ITAC was reviewing AP 3720 in light of the suggested changes from President's Cabinet, PAC, and constituent groups.		Information Only
<b>3. AP 3720</b>	The committee reviewed AP 3720 and discussed the email forwarding statement. Vic explained the difficulty IT encounters when troubleshooting issues if students choose to forward their email and how confusing it can be for students if employees forward their email. The committee approved AP3720.		AP 3720 will be forwarded to President's Advisory Council for review and approval.
<b>4. DL Report</b>	There was no DL update.		
<b>5. IT Presentation at Board of Trustees April 25 Meeting</b>	Vic reviewed the presentation IT gave at the April 25 Board meeting. The presentation included a demonstration of the test virtual environment for delivering customized desktops to students and an update on IT projects. Robert Jackson shared his experience using the virtual desktop environment for his online class. Robert confirmed that it does work on a MAC or a PC but occasionally the browser can be an issue. Robert is planning to ask his students how they liked this new offering. Vic indicated that this project is		Information Only

	<p>about being able to deliver the tools students need to learn and be successful in their courses and is not expected to generate huge cost savings since the infrastructure costs offset the savings on running older computers.</p> <p>Vic shared recent web statistics and the significant use of the portal by students. The statistics show that students are utilizing the system 7 days a week 24 hours a day. The usage also follows the academic calendar with heavier, peak period, at the start of a term or registration. The committee discussed the new mobile app that is debuting on June 1. The app is designed for both iPhone and Droid smartphones.</p>	
<p><b>6. Other Items</b></p>	<p>The committee discussed and completed the Annual Review of Committees form. The committee recommended slight changes to the function statements. The committee also recommended adding an additional student representative. The committee discussed the request to add a member that is designed as a Distance Learning Committee member. The committee agreed that there are several existing member of ITAC that are also part of the Distance Learning Committee. This issue could be revisited at a later date if ITAC is ever lacking an existing member that can provide a link to the Distance Learning Committee.</p> <p>The next meeting is June 4 at 2:30 p.m. in LTC Room 144</p>	<p>The draft form will be shared with ITAC via email for comments and approval. The approved form will be submitted to the President's Office by May 25.</p> <p>The meeting announcement reminder will be sent via email and the portal.</p>