Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
October 1, 2012

Members:			
Victor Belinski, Co-Chair	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	Student (Vacant)
Katalin Gyurindak X	Rich Lee X	Bill Rawlings X	Kate Scott (Minutes) X

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Review of Minutes	The September minutes were approved.	The minutes are posted online and in the ITAC Group Studio.
2. Technology Master Plan (TMP) – Action Plan	The committee reviewed the Technology Master Plan – Planning Assumptions section. The committee broke into three sub groups to 1) review the ongoing items; 2) review items complete; and 3) review the plan to remove items that are no longer relevant or fiscally possible. The committee agreed that the college's current fiscal condition is a major theme for future planning. The sub group reviewing the items complete list will consider if the items are really complete and if a new goal and enhanced plan should be developed for future projects. The committee also discussed that for some planning items, ITAC provides input and recommendations and IT sets the goals and action plans. The committee discussed how the TMP is related to other campus plans.	Paul will follow-up with sub group assignments with an email. Sub groups will present an update on their topics at the November meeting.
3. Student Success Plan – Approved by Academic Senate	The committee reviewed the items assigned to ITAC and was a little puzzled by some of the items. Although ITAC can support having outdoor study areas and a wireless campus, the committee has no funds or mechanism to ensure these items are complete. ITAC recommends changing the ownership of these items from ITAC to IT.	Paul will forward ITAC's recommendation to the Student Success Plan owners.

	The committee also discussed that some of the items on the Student Success Plan are done or already in place.	
4. OCLC – The World's Libraries Connected	Meghan shared that the OCLC is an integrated online library system. Mt. SAC currently uses SIRSI but will be transitioning to OCLC over the next year. The new system is an open system and all libraries that use it can cross search others' collections. Students can go to other OCLC institutions to borrow materials as long as a loan agreement is in place. More than 10 other CA community colleges utilize this system. The MT. SAC library is spending the next year on data clean-up before the conversion.	Meghan will forward a link to presentation she made to the Board of Trustees regarding this new system.
5. ITAC Membership Duties	Paul reviewed the governance committee definition. The committee discussed how they make recommendations to IT and PAC on how technology can be better utilized and on future technology projects. Paul reiterated that ITAC is a working committee and this year's focus is on updating the college's Technology Master Plan.	Information Only.
6. DL Report	Paul reported that the new SPOT training sessions are available. Minor changes to the training were made for the new Moodle system. The Distance Learning Committee is working on the Distance Learning Plan and it will be shared soon. The DL Committee goals were approved and forwarded to Curriculum and Instruction Council.	Information Only.
7. Other Items	The next meeting is November 5 at 2:30 p.m. in LTC Room 144.	A portal reminder will be posted about one week before the meeting.