Members:

Victor Belinski (Co-Chair) X	Phebe Hosea (Lee) X	Richard McGowan X	Joe Vasquez X
Meghan Chen X	Paul Kittle (Co-Chair) X	Jaime Nevarez	Guest: Eric Turner X
Chau Dao	Rich Lee	Jim Smith X	Guest: Mario Guzman x
Jean Garrett X	Paulo Madrigal X	Robert Stubbe X	Kate Morales (Minutes) X

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Review of Minutes	The November 2014 minutes were approved.	The minutes are posted online and in the ITAC Group Studio.
2. PAC Update	Vic reported that he did not attend the last PAC meeting that was 'Expanded PAC.' He reported that at the last Accreditation Steering Committee the College's mission statement was discussed. Although it was just revised and approved by the Board of Trustees, it is possible another revision to expand the mission statement will be under consideration soon.	Information Only
3. Technology Master Plan Assignments	The Technology Master Plan section assignments were discussed. Richard and Jean discussed the planning assumption section and handed out the revised planning flowchart that should be included in the new TMP. Vic will work with Richard and Jean on the actual planning assumptions for the new TMP. The Educational Master Plan will also be consulted for planning assumptions. The Educational Master Plan is the key driver of the Technology Master Plan.	Richard McGowan will be leaving the non-credit area so a new ITAC representative is needed. Vic will draft the TMP Planning Assumptions and share with Jean. Committee members will review their assignments and bring questions/suggestions to the spring ITAC meeting.

4. Pending IT Projects	Eric Turner and Mario Guzman gave an update on the implementation of a new web calendar product called LiveWhale. They gave a demonstration of the product. The goal of this implementation is to streamline campus calendars for display on the web. LiveWhale allows for multiple calendars such as Performing Arts, Athletics, Student Life, etc. Each area can manage their own calendar and events and it will publish to the web. If users are viewing the calendar on a mobile device, they can add the event to their calendar with one click. They can also subscribe to an RSS feed of the calendar to be notified when things are updated. The Web/Marketing teams are striving to go live with this project in March 2015. Jim Smith asked about including Orientation workshops on the calendar and Mario explained that in addition to doing the calendar entry, it can include a live link for students to register for the event. Vic reported that the document management system, OnBase, implementation planning is continuing. IT is working on setting up the hardware and storage for the new system. The College has a contract with Hyland for the first 5 document management projects which will start in spring. Vic reported that there are about 97 XP computers left on campus. IT is also starting to test Windows 10.	Information Only
5. DL Report	The committee discussed various other College plans like the Educational Master Plan and the Facilities Master Plan. Links to these plans have been sent to the committee members and posted in the ITAC Group Studio. Vic reported that he is planning to rely on Chris Schroeder, Manager Data and Network Security, for the new TMP section on security. IT is proposing that all laptops are now encrypted in case of loss or theft.	Vic will assign sections of the TMP to committee members to review.
6. Other Items	Meghan gave an update on the College's participation in the State-wide online initiative grant. Mt. SAC is piloting the tutoring piece of the grant. The next ITAC meeting is March 2 at 2:30 p.m. in Bldg. 4 Room 2460.	Information Only A reminder will be posted in the portal and sent via email one week prior to the mtg.