Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
October 4, 2010

Members:

Victor Belinski, Chair X	Meghan Chen X	Rich Lee	Jim Smith X
John Alvarez X	Robert Jackson	Paulo Madrigal X	
Shanti Atashpoush X	Paul Kittle X	Barbara Mezaki X	Kate Scott (Minutes) X

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
Review of Minutes	The September minutes were approved as presented.	**The minutes will be posted online and in the ITAC Group Studio.**
1. Faculty Co-Chair for ITAC	The committee discussed the need for a faculty co-chair to ensure continuity of meetings. The committee agreed that Paul Kittle should be the co-chair and he graciously accepted the role.	**Information Only**
2. Emergency Notification System	The committee discussed the current status of the Emergency Notification System. All members indicated that they have signed up for the system. The Marketing Office is working on a campaign to encourage students and employees to sign up for the system. Barbara Mezaki suggested that the system be highlighted during registration period and grading periods. Students are more likely to sign-up when they are in the portal to view their grades. Barbara also suggested that the Division Offices should notify Department Chairs to include this item on their department meeting agenda. Paul Kittle suggested that the details about the system are added to online orientation to encourage new students to sign up.	**The system will be tested on October 21 (great State shakeout day).** **IT will forward these suggestions to Marketing/Instruction Team.**
3. 3CBG . . . What it is and recent conference	Vic reviewed the CA Community College's Banner User Group (3CBG) organization. The group started in 1998 and now has a membership of more than 25 CA community	**Additional information about 3CBG can be found on their website –**

	colleges that use SunGard's Banner solution. They just held their annual conference where Mt. SAC employees made a presentation and more than 30 attended the conference. 3CBG was also instrumental in lobbying SunGard for a CA Solution Center. The Solution Center focuses entirely on programming Banner to meet CA community college reporting requirements.	**http://www.3cbg.org.**
4. Revisions to AP 3720	The committee reviewed the status of the changes to AP 3720. Vic shared the challenges IT has encountered with the Student Wireless network and the overwhelming number of connections. The main piece that is missing from AP 3720 is the social networking component. The committee discussed the difference between private and professional social networking. All agreed to continue working on AP 3720 with a projected end date of December 6. The revised AP will be sent forward to PAC and the Academic Senate for approval. Meghan shared her revisions to AP 3720. The document will be revised and posted in the ITAC Group Studio.	**Item will continue on November agenda.**
5. Other Items	Barbara Mezaki asked about the replacement cycle for instructional equipment that is in classrooms. The faculty computer replacement cycle is 5 years; but what is the classroom replacement cycle? Barbara teaches in a building that is now 5 years old and some of the equipment is in need of replacing or upgrading.	**Shanti Atashpoush will gather information on classroom technology.**
6. Next Meeting	The next meeting is November 1, 2010.	**Kate will post an announcement in Group Studio for the next meeting.**