



**Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
December 5, 2011**

Members:			
Victor Belinski, Co-Chair	Katalin Gyurindak X	Rich Lee X	Jim Smith X
John Alvarez X	Phebe Hosea X	Paulo Madrigal	Joy Ugay X
Shanti Atashpoush X	Robert Jackson	Barbara Mezaki	Kate Scott (Minutes) X
Meghan Chen X	Paul Kittle, Co-Chair X	Don Potter X	
ITEM	DISCUSSION/COMMENTS		ACTION/OUTCOME
1. Review of Minutes	The November minutes were approved.		The minutes are posted online and in the ITAC Group Studio.
2. Update from PAC	Paul Kittle reported that Vic Belinski attended the November 2 expanded PAC meeting. The expanded PAC meeting included additional managers, staff, and faculty that participate in campus wide planning. The group discussed planning activities and a possible change to the College's planning process.		Information Only
3. Finalize ITAC 2011-12 Goals	The committee reviewed the draft 2011-12 goals. John Alvarez commented that he liked the changes that now include statements about funding. The committee approved the goals.		Kate will submit the goals to Diana Casteel.
4. Communicating with Students	The committee reviewed the draft results as of November 30 from the student survey. The survey is scheduled to run until December 21. Meghan Chen commented on the relatively low number of students who wish to receive college information via Facebook/Twitter. Jim Smith commented that it interesting to see how many students prefer to receive information via email. There is a culture of individuality and each student has a different personal preference for how they receive college information. Joy shared that she asked students how they would like to receive communication and several		The final results will be presented at the next ITAC meeting.

	<p>said they would like to receive waitlist information via text message and more in depth information via email or portal messages. Rich Lee shared that he prefers to receive time sensitive information like banking alerts via text message while other information via email. Students might also prefer to receive more time sensitive information list waitlist status via text message. The committee also discussed recent student inquiry for a possible college mobile application for smart phones. Meghan Chen shared that the Distance Learning Committee will be doing a campus/student wide survey in the spring related to distance learning and preferences and they may include a question about mobile applications.</p>	
5. Draft of Building Block Statement	<p>Paul Kittle requested to have this item permanently removed from the ITAC issue bin since the college is migrating to Moodlerooms and this item related to Blackboard.</p>	<p>Item will be removed from the ITAC agenda/issue bin.</p>
6. DL Report	<p>Paul Kittle reported that the Moodlerooms boot camp training is ready to go. Faculty who are Blackboard certified are not required to enroll in Moodlerooms training. Courses shells for the faculty piloting during the winter term are already loaded in Moodlerooms. Many faculty are choosing not to convert their Blackboard courses; they are starting fresh in Moodlerooms. There is a Moodlerooms cohort peer support group that faculty can join for assistance with the software.</p>	<p>Information Only</p>
7. Other Items	<p>Paul shared that AP3720 revisions are done and it will be brought back to PAC. Jim shared some issues with DegreeWorks software and will bring concerns to the DegreeWorks Committee or the Administrative Systems Advisory Group (ASAG). Paul shared that a pilot of turnitin.com begins in winter. Don Potter shared an update on the APs related to captioning and media accessibility. Feedback was</p>	<p>Information Only</p>

	<p>provided by President's Cabinet and the documents are moving forward for approval. All media will need to be closed captioned by either the originating vendor or by a third-party vendor. There will be some funds to complete this and departments will need to prioritize their requests. Don also shared a project that DSPS and the Planetarium have worked on together regarding closed captioning and providing volunteer interpreting during the shows.</p> <p>The next meeting is March 5 at 2:30 p.m.</p>	<p>A meeting reminder will be sent via the portal.</p>
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