



**Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
September 8, 2014**

| Members: | | | |
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| Victor Belinski (Co-Chair) X | Phebe Hosea (Lee) X | Richard McGowan | Joe Vasquez X |
| Meghan Chen | Paul Kittle (Co-Chair) X | Jaime Nevarez X | |
| Chau Dao X | Rich Lee X | Jim Smith X | Kate Morales (Minutes) X |
| Jean Garrett X | Paulo Madrigal X | Robert Stubbe X | |
| ITEM | DISCUSSION/COMMENTS | | ACTION/OUTCOME |
| 1. Review of Minutes | The June 2014 minutes were approved. | | The minutes are posted online and in the ITAC Group Studio. |
| 2. PAC Update | Vic reported that he will be attending the PAC meeting this Wednesday and will provide an update on ITAC. | | Information Only |
| 3. Accreditation 2016: Gap Analysis Request | The Committee reviewed the gap analysis document from the Accreditation Team which is due in October. Committee members discussed ideas for completing the form and went through the list of items adding notes and other updates to the document. The discussion focused on technology related evidence and support for each of the accreditation standards. | | The completed Gap Analysis form will be submitted to the Accreditation Team in October. |
| 4. Technology Master Plan Review | The Committee reviewed the various sections of the Technology Master Plan. During the October ITAC meeting, the Committee will consider how best to structure the work to update the various plan sections. The goal is to complete the update by Spring 2015. | | This item will be continued to the October ITAC meeting agenda. |
| 5. Pending IT Projects | Vic reviewed the status of several pending large IT projects. A recommendation to select Hershey's OnBase system for the new imaging system will go forward at the September Board of Trustees meeting. Jim Smith asked about the implementation plan and when Student Services can expect to utilize the new system. Vic discussed the implementation timeline and indicated the new system would be available to Student Services in about 12 to 18 months. In addition to implementing new document workflow functionality, the existing documents in the Singularity system (approximately 6 | | Information Only |

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| | <p>million) will need to be converted.</p> <p>Vic indicated that IT is continuing to migrate computers from XP to a newer operating system. Currently there are less than 275 computers remaining that are still running XP – approximately 100 of these are in labs.</p> | |
| 6. DL Report | <p>Paul reported that the Distance Learning Committee (DLC) has only had one meeting this academic year, but are working to complete their GAP for accreditation.</p> | <p>This item will be continued to the October ITAC meeting agenda.</p> |
| 7. Other Items | <p>The next ITAC meeting is October 6 at 2:30 p.m. in Bldg. 4 Room 2460.</p> | <p>A reminder will be posted in the portal and sent via email about one week prior to the meeting.</p> |