



**Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
March 6, 2017**

Members:			
Dale Vickers (Interim Chair) X	Phebe Lee	Herlen Osuna	Guest: Eric Turner X
Ron Bean X	Rich Lee	Richard Patterson X	
Chau Dao X	Paulo Madrigal X	Robert Stubbe X	
L.E. Fosia X	Jai Mehta X	Joe Vasquez X	
			Kate Morales (Minutes) X

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome	Dale welcomed everyone to the meeting and ensured that all committee members were introduced.	Information only.
2. December 2016 Minutes	Minutes were approved as presented.	The minutes will be posted to the ITAC website.
3. Online Education Initiative (OEI) Update	<p>Ron shared that the College will be transitioning from Moodlerooms to Canvas as of the summer 2017 term. For spring 2017, faculty had the option of offering their course in either Canvas or Moodlerooms. The contract with Moodlerooms ends on June 30, 2017.</p> <p>Ron indicated that there are some rules for using the OEI exchange. Each student may only take two classes using the OEI. The home school is responsible for the priority registration date, Financial Aid, and DSPS classification. The teaching school is responsible for the academic record, census attendance, providing DSPS accommodations, and grading. Currently there are eight schools participating in the OEI exchange but that will increase to 24 schools in fall 2017. Jai asked who is responsible for maintaining and gathering information on an OEI student. Ron indicated that faculty will know who in their class is an OEI student.</p>	Information only.

<p>4. Demonstration of new Online Campus Directory and Profiles</p>	<p>Eric did a demonstration of the new online campus directory. The new directory has a search bar that will search through academic departments, administrative offices, buildings, and people to narrow down and match what a user is looking for.</p> <p>Eric also demonstrated the new profiles tool and showed how a user can create their own profile. The weblink – http://www.mtsac.edu/profiles/start - includes all the directions for how to create a profile. It also has a video tutorial. Eric emphasized that profiles are completely optional and a user must opt-in for the profile to display online. Eric also showed how a user can report inaccurate data by using a webform.</p> <p>The committee discussed the open text area of profiles and how to ensure they remain professional. Eric indicated that there is a workflow function available to allow for review and approval of profiles before they are posted. This can be implemented on a department by department basis by contacting Eric.</p>	<p>Information only.</p>
<p>5. Wifi – New Campus Coverage Map</p>	<p>Dale shared a handout of the new exterior wifi campus coverage map. He discussed the details of the installations that occurred during the winter break. Installations included exterior student gathering places and the interior of Building 6, Building 4, and Founders Hall.</p> <p>Paulo asked about future installations for Building 40. Dale and Joe indicated that installations for both interior and exterior of Building 40 are included as part of the remodel of the building.</p> <p>Dale indicated that the map shows that IT has received requests for installation of wifi in the hallways of the remaining row buildings. Dale’s team has investigated the feasibility of doing this installation, but the age of the buildings and the potential for future demolition have made this unlikely.</p>	<p>Information Only</p>

	<p>Joe and Robert discussed the planned implementations for the new BCT Building. This new building will have the highest concentration of wifi access points on campus.</p> <p>The committee also discussed the potential to install wifi to cover the Wildlife Sanctuary. Dale shared that his team has investigated that location too and determined it would require a large amount of trenching from Building 45 to the Wildlife Sanctuary to pull power. They would also need an air-conditioned location for the electronics to sustain the installation. This location is still in discussion.</p>	
<p>6. ITAC Goals and Progress Report for 2016-17</p>	<p>The committee reviewed previous years' goals and agreed to keep the first goal to maintain the committee website.</p> <p>The committee discussed potential additional goals like: Security - Support security awareness and campus security policies for faculty, staff, and students. Technology Literacy – Support technology literacy and understanding of technology usage for faculty, staff, and students. Planning – Integrate the Technology Master Plan with the combined Facilities and Education Master Plan</p>	<p>ITAC will review the draft goals at the April meeting.</p>
<p>7. Other Items</p>	<p>Robert shared that some employees may be cautious about the new directory due to the amount of information that is shared – including the location of an employee.</p> <p>The next meeting is April 3 in Building 4 Room 2460.</p>	<p>Dale suggested that this concern should be shared with HR.</p> <p>A reminder will be sent via email approximately one week before the meeting.</p>