



**Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
June 5, 2017**

Members:

Dale Vickers (Interim Chair) X	Phebe Lee	Herlen Osuna	Guest: Monica Cantu-Chan X
Ron Bean X	Rich Lee X	Richard Patterson X	Guest: Chris Schroeder X
Chau Dao X	Paulo Madrigal X	Robert Stubbe X	
L.E. Fosa X	Jai Mehta X	Joe Vasquez X	
			Kate Morales (Minutes) X

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome	Dale welcomed everyone to the meeting.	Information only.
2. May 2017 Minutes	Minutes were approved with minor corrections.	The minutes will be posted to the ITAC website.
3. Review Purpose, Function, Membership Statement	The committee reviewed the ITAC Purpose, Function, and Membership statement. The Committee discussed the purpose statement and agreed it was okay as written. The Committee reviewed the functions and had no changes. The Committee reviewed the membership and noted that Sheila Espy had been appointed by the Academic Senate for the 2017-20 term. The Chief Technology Officer position will also be updated. The student representatives are currently vacant for 2017-18. The Committee noted the meeting time change to 2:30 p.m. to 3:30 p.m.	The ITAC membership website will be updated and the recommended changes will be shared with the President's Office. Dale will follow-up with Student Life to request student appointments.
4. Email Task Force Update – Pricing	Dale shared that the Task Force did a great job and gave objective consideration to G-Suite, O365, and Notes. The Task Force was evenly split between G-Suite and O365. Administrative members preferred O365 while faculty preferred G-Suite. IT did some cost projections and determined that G-Suite would be about \$300,000 per year in order to have the level of security required. O365 is included in the College's Microsoft Campus Agreement. Dale is considering that O365 will be the primary system and those that are using G-Suite can continue with the	Monica will be invited back to ITAC in the fall to discuss the implementation plan.

	<p>collaboration tools; but, email will go to O365. Dale and Monica are drafting an email to the Task Force.</p> <p>IT is now looking at a migration and implementation plan. The old system may be maintained as an 'archive' with the new system starting clean. IT is considering moving 6 months of historical email and calendar, plus all future calendar entries.</p>	
<p>5. Computer Use / Security Policies (Chris Schroeder)</p>	<p>Chris Schroeder shared a handout from the California Community College's Chancellor's Office Information Security group. Chris has started to edit the document to customize it for Mt. SAC. The goal is to update the College's Administrative Procedure 3720 to point to this document. A sub-committee of Chris, Jai, Robert, and anyone else from ITAC that would like to participate over the summer, will work on this document.</p>	<p>Chris will be invited back to ITAC in the fall to discuss the updated security policies.</p>
<p>6. Other Items</p>	<p>Ron reminded the Committee to share with all their constituents that Moodle is going away effective June 30. Users need to back up their courses, if they want them.</p> <p>The next meeting is September 11.</p>	<p>The FCLT can help with Moodle course migration.</p> <p>A reminder will be sent via email approximately one week before the meeting.</p>