



**Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
September 11, 2017**

Members:			
Dale Vickers (Interim Chair) X	L.E. Foisia X	Paulo Madrigal X	Joe Vasquez X
Ron Bean X	Joel Garcia X	Jai Mehta X	Guest: Monica Cantu-Chan X
Chau Dao X	Phebe Lee X	Richard Patterson X	
Sheila Espy X	Rich Lee X	Robert Stubbe X	
			Kate Morales (Minutes) X

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome	Dale welcomed everyone to the meeting.	Information only.
2. June 2017 Minutes	Minutes were approved.	The minutes will be posted to the ITAC website.
3. Computer Use / Security Policy Workgroup Update	Chris Schroeder was not able to attend this ITAC meeting. Dale reported that there will be an update from the Workgroup soon. The goal is to update the College's Administrative Procedure 3720 and related Board policies. Chris is working on a meeting schedule and has some draft documents for the group to review and comment on.	Chris will be invited back to ITAC to discuss the updated security policies.
4. Banner 9 Implementation	Monica shared that IT is working on an implementation schedule for Banner 9. The IT programmers are working in a test environment and have received three weeks of training on the new technology. End users will notice that the 'look and feel' of Banner forms are changing significantly and will be web-based. End users will also notice that keyboard shortcut keys have changed as well as some navigation items. IT has done several demonstrations to various departments to show the new Banner 9. IT has updated the back-end hardware in preparation for the upgrade. Currently, Fiscal Services and Financial Aid are the first two modules scheduled to be converted to Banner 9 sometime in summer 2018. The Student Services modules are tentatively scheduled for	Information only.

	September 2018. Due to Ellucian's Banner maintenance schedule, the College must be moved completely to Banner 9 by December 2018. At that point in time, Ellucian will no longer be providing support or maintenance for Banner 8.	
5. O365 Update	Monica shared that a contract to use PCM-G for email and calendar conversion services will be going forward at the October Board of Trustees meeting for approval. The migration of accounts will take about five to six weeks. The old system may be maintained as an 'archive' with the new system starting clean. IT is considering moving 6 to 12 months of historical email and calendar, plus 12 months of future calendar entries. IT is anticipating going live on O365 in January/February 2018. IT has a training plan and met with Professional & Organizational Development and Marketing. Training classes will be scheduled for email and calendar functions. IT will also offer assistance with setting up mobile devices to access the new O365 accounts. Dale reported that he has been testing the system on a mobile device and noted more functionality and ability to delegate access to other users.	Monica will continue to update ITAC on the O365 project.
6. Annual Review of College Committees	The Committee reviewed the document and had no changes to the purpose, function, membership, and reaffirmed the goals. Joel Garcia indicated that he is aware of another student that might like to attend ITAC. He will check with the Student Life Office about having the student assigned to the vacant membership position.	The document will be submitted to the President's Office.
7. Plan for Student Support System	Dale shared a recent new project for IT. The President has formed a task force to develop a Student Support System that will aggregate data from across the College's data sources to show the various services a student has utilized such as tutoring, counseling, assessment, etc. This will assist all student support service areas in providing better, more customized support to each student.	Dale will continue to update ITAC on the Student Support System project.

	Jai discussed services such as the online readiness survey that can assist with knowing a student's skill level for taking an online class.	
8. Other Items	<p>The Committee discussed the recent Equifax data breach. Dale shared a cyber security story from a recent conference he attended.</p> <p>The next meeting is October 2 at 2:30 p.m. in Building 4 Room 2460.</p>	<p>Dale will send an email to the campus to highlight cyber security.</p> <p>An email reminder will be sent approximately one week before the meeting.</p>