



Minutes IT Committee

Thursday, April 13, 2017
L-201
2 pm – 3 pm

Type of Meeting: *Regular*

Note Taker: *Jana Crawford*

Please Review/Bring: *Agenda and Minutes*

In attendance: Michael Dioquino, Michele Lathrop, Javier Carcano, Lisa O’Leary, James Dorn, Carolyn Burrell, Deborah Sanchez, Samuel Garza, Daniel Conner, Greg Krynen, Bill Carlson, Laureano Flores, Nestor Hernandez– by conference call, Casey Scudmore & Denise Anderson (proxy for Angela Musial)

Committee Members:

- Richard Shaw, ITS Executive Director
- Michele Lathrop, Co-Chair
- Duane Rumsey, VP Academic Affairs Designee
- Mike Wilmes, ITS Systems Administrator
- Javier Carcano, ITS Systems Security Administrator
- Perry Jehlicka, DETC Co-Chair
- James Dorn, Academic Senate
- Carolyn Burrell, Academic Senate
- Dr. Casey Scudmore, Faculty Union
- Deborah Sanchez, Faculty – Library/Institutional Research
- Michele Lathrop, Classified – Academic Development
- Samuel Garza – Classified – Student Services
- Angela Musial – Classified – Business Services
- Lisa O’Leary – Classified Union
- Dawn McIntosh – Classified CMS
- Nestor Hernandez – ASO Student
- Laureano Flores – Dean – Instructional Services
- LaDonna Trimble – Dean – Student Services

Items	Person	Action
I. Welcome / Introductions	Chair/All	Mike Dioquino, acting as temporary Chair, began the meeting at 2:05pm.
II. Approval of Previous Minutes of March 23, 2017	Chair	Approved with the following comment: EBSCO misspelled in minutes for March 23, 2017 – error corrected.



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III. Open Forum	<i>Chair</i>	Issues Discussed: No items
IV. Working Group Reports - BP/AP 3720 - IT Resource Guidelines - Classroom AV Standards - Tech Plan 2017-2020	<i>Chair</i>	Timeline: -Documents will be left in draft to review for one more week: Final Draft Endorsement 4/20/2017 -ITC members distribute to constituents for review & feedback 4/21/17 to 5/11/17 -CCC 5/25/17 -Board 6/12/17
V. myAVC Feedback	<i>Chair</i>	-Samuel Garza: Some people were seeing tabs on the home screen while others saw a menu. This depends on the size of your screen. If you have a narrow screen then you will see the menu, otherwise the tabs will be displayed. -Lisa O’Leary: If signing in to multiple email accounts you need to open each email in a different browser. It was convenient that there is an automatic sign in to email. -Michele Lathrop: The number 1 question being asked -where is the “My Courses” tab to access My Files. -Deborah Sanchez: Where is the Library EBSCO sign in on new myAVC? The sign in is not on the new myAVC yet, but will be coming.
VI. Accessibility - 508	<i>Chair</i>	AVC is taking steps to address federal and state policies regarding accessibility. -Bonnie Suderman has created working groups. -Changes to the website are being made. -Training and tools will be made available.
VII. Other Business:	<i>Open</i>	No items
NEXT MEETING DATE: 27 April 2017		Future Meetings: 2017: 4/27, 5/11, 5/25 Summer: (if needed) 2017: 6/8, 7/6



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