

# IT COMMITTEE MINUTES

February 13, 2014

Called to Order: 2:00 pm, L-201  
 Chair or Co-Chair: Rick Shaw, ITS Executive Director  
 Michele Lathrop, Tutorial Specialist

Type of Meeting: Share Governance/Regular

**Attendees:** Rick Shaw, Michele Lathrop, Javier Carcano, Kim Covell, Mike Wilmes, Dr. Nancy Bednar, Nathan Skadsen, Jayme Star (proxy for Joseph West), Suzanne Malek, Dr. Casey Scudmore, Dr. Tom O'Neil, and Rodney Schilling (via CCC Confer)  
**Absent:** Angela Musial, LaDonna Trimble, Van Rider and Dawn McIntosh  
**Guests:** Daniel Scott  
**Resource Documents:** None

IT Committee Meeting Minutes Approval		Chair/Co-Chair	
Discussion: Minutes from November 14, 2013 meeting were reviewed and approved.			

Action Items: N/A	Person Responsible:	Deadline:
-------------------	---------------------	-----------

### Review of Action Items

#### IT Committee Goals/Objectives

Discussion: Will re-address at a later meeting

Action Items: N/A	Person responsible:	Deadline:
-------------------	---------------------	-----------

#### SAN Migration

Discussion: SAN migration to San Joaquin Delta Data Center

Action Items: Obtain MOU - \$500 per month with services and bandwidth	Person responsible: R. Shaw	Deadline:
--	-----------------------------	-----------

#### Alert U Rave Mobile

Discussion:

- Better, faster
- Will not be operable for drill on 2/19/14
- Will not be populated in advance
- One persistent method - with avc.edu email

Action Items: N/A	Person responsible:	Deadline:
-------------------	---------------------	-----------

#### IT Updates

Discussion:

- Shibboleth (Shibb) stand up - props to Katherine and her group
- Monitoring processes with move to new Open CCCApply
- Close to going live with Degree Works
- Student Success Tab on myAVC – appointments (online) and SMS appliance for message
- Complete implementation of wifi by June – President Knudsen has authorized \$480k
- President authorized to move forward with completion of our Banner implementation
- APL-203 lab refreshed – old computers have been used for further refreshing – Journalism Lab received 12 units
- Faculty/staff training room BE-132- March/April timeframe - driven by Dean O'Neil and grant funding
- Success Center – equipment and furniture has been ordered. ME-113, 114, 115 will be set up as reading classrooms
- Microwave link between AVC & Fox Field – increase bandwidth and stability
- AirFrame/Aviation Tech acquiring an additional hanger at Fox Field and are looking to set up wifi
- Licensed Argos for ad hoc reporting
- Scheduling of Ad Astra – have obtained funding
- Exploring of reestablishment of Cisco Academy and Cyber Security programs

Action Items: N/A	Person responsible:	Deadline:
-------------------	---------------------	-----------

#### IT Master Plan Subcommittee

Discussion: Will re-address at a later meeting

Action Items: N/A	Person responsible:	Deadline:
-------------------	---------------------	-----------

<b>Google Drive Accreditation</b>		
Discussion:		
<ul style="list-style-type: none"> <li>No findings with letter by ACCJC – good until 2016, one requirement to send letter in October, progress report on Banner and WiFi</li> <li>Move forms &amp; docs out of myAVC and into Google drive</li> </ul>		
Action Items:	N/A	Person responsible:      Deadline:
<b>Open Forum</b>		
Discussion:	Suzanne Malek - Printers on campus – vendor with kiosk need to look into pay-for-copy solution. Dr. Nancy Bednar -All digital instructor use of Blackboard and Turn it in. Cuts down on printer needs – Training space for training of instructors for Blackboard and Turn it in.	
Discussion:	Casey Scudmore – Transition to Blackboard for testing. Students love IT – minimal issues. Need to bring other instructors into fold.	
Discussion:	Dr. Nancy Bednar – Suggested look into Smart phone app Poll Anywhere software. Would require licensing agreement for college.	
<b>Upcoming IT Committee Meeting Dates</b>		
Review/resolve:	N/A	
Conclusions:	Upcoming dates as follows: <b>2014:</b> 2/27, 3/13, 3/27, 4/10, 4/24, 5/8, 5/22? <b>Summer:</b> 6/12, 7/10, 7/24	
Action items:	Future meeting dates to be sent out via Google prior to each meeting	Person responsible: Rhonda Burgess      Next deadline: 02/26/14
Additional Information:	Adjourned 3:00 pm	
Next Meeting:	February 27, 2014, 2:00 pm, L-201	