

# IT COMMITTEE MINUTES

March 27, 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, Mike Wilmes, Dr. Nancy Bednar, Nathan Skadsen, Suzanne Malek, Joseph West, and Dr. Casey Scudmore, Kim Covell, LaDonna Trimble, Van Rider, Angela Musial, and Rodney Schilling (via CCC Confer)

**Absent:** Ed Knudsen (Interim), Dr. Tom O'Neil, Javier Carcano, and Dawn McIntosh

**Guests:** Rhonda Burgess

**Resource Documents:** Survey Spring 2014 draft, Program Review draft, Technology Master Plan draft

## IT Committee Meeting Minutes Approval

## Chair/Co-Chair

Discussion: Minutes from March 13, 2014 meeting were reviewed and approved with amendment that LaDonna Trimble was here last meeting via CCC Confer.

Action Items: Amend attendance	Person Responsible: R. Burgess	Deadline: 03/27/2014
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## Review of Action Items

### SAN Migration

Discussion:

- MOU amendment to technical specs.
- Target to Board by June.
- Target deployment by summer.

Action Items: N/A	Person responsible:	Deadline:
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### Wifi Updates

Discussion:

- Viewed map of campus on avc.edu of Wifi work in progress.
- BE, APL & Library are target for Spring Break.
- Project is on target for completion and deployment by June.

Action Items: N/A	Person responsible:	Deadline:
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### Google Drive Accreditation

Discussion: No new changes.

Action Items: N/A	Person responsible:	Deadline:
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### IT Updates

Discussion: No new issues.

Action Items: N/A	Person responsible:	Deadline:
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### Spring Survey

Discussion:

- Circulated survey – requested input.
- Several suggestions to be considered.
- Will send out a revised copy to IT Committee by email next week.
- Final survey to be accessible to all Faculty/Staff/Students the week following Spring Break.

Action Items:	Person responsible:	Deadline:
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### Program Review

Discussion: Provided draft for information and review.

Action Items: N/A	Person responsible:	Deadline:
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### IT Tech Master Plan

Discussion:		
<ul style="list-style-type: none"> <li>• Need suggestions &amp; input by early the week after Spring Break.</li> <li>• Will present 2<sup>nd</sup> draft at next IT Committee meeting.</li> <li>• Target completion by 4/24/14 meeting.</li> <li>• Currently within budget.</li> <li>• Target is to present to the Board for informational by June.</li> </ul>		
Action Items:	Complete revisions on 1 <sup>st</sup> rough draft	Person responsible: R. Shaw      Deadline: 04/10/14
<b>Open Forum</b>		
Discussion: No new issues.		
<b>Upcoming IT Committee Meeting Dates</b>		
Next Meeting:	April 10, 2014, 2:00 pm, L-201	
Reference:	Tentative upcoming dates as follows: <b>2014:</b> 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: 04/09/2014
Additional Information:	Adjourned 2:40 pm	