ANTELOPE VALLEY COLLEGE

Minutes IT Committee	**Thursday, March 23, 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, Mike Wilmes, Perry Jehlicka, James Dorn, Deborah Sanchez, Samuel Garza, Nestor Hernandez, LaDonna Trimble, Greg Krynen, Bill Carlson, Laureano Flores – by conference call, Casey Scudmore, Angela Musial & Duane Rumsey

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 2:03pm. Introductions were made to Nestor Hernandez, the new ASO Student representative.

II.	Approval of Previous Minutes of February 23, 2017	*Chair*	Approved without comment.
III.	Open Forum	*Chair*	**Issues Discussed:** *Nestor Hernandez would like to get downloading software(games) on campus approved. Michael Dioquino advised to email Executive Director of IT, Rick Shaw. *Michele Lathrop pointed out that large powerpoint files do not send to WEPA system. Students need to redesign data or send a few pages at a time. *Laureano Flores mentioned that the CTE instructors would like to coordinate system updates with ITS team to keep up to speed with technology which will improve the quality of instruction. Michael Dioquino : The computers are updated in phases and instructional work stations and labs are updated during breaks. Michele Lathrop: Students are voicing frustration that the textbooks are teaching updated versions but computers on campus may not have the updated versions.
IV.	Working Group Reports - BP/AP 3720 - IT Resource Guidelines - Classroom AV Standards - Tech Plan 2017-2020	*Chair*	BP/AP 3720 and IT Resource Guidelines were email to IT Committee members for review. Timeline: - Final Draft Endorsement 4/13/17 - ITC members distribute to constituents – review & feedback 4/13/17 to 5/11/17 - Final endorsement 5/11/17 - CCC 5/25/17 - Board 6/12/17
V.	New myAVC Launch	*Chair*	Going live March 31 – April 3. The new launch will improve accessibility for students. Training videos for students, faculty and staff are available on the website. *Deborah Sanchez: Library EBSCO is not available on the new myAVC. *Michele Lathrop: Smart Thinking will be available soon on new myAVC. *Michael Wilmes: If faculty would like to use old myAVC to finish the semester, they will have to go to myAVC4.avc.edu. At the end of the Spring 2017 semester, myAVC4 will no longer be available.
VI.	Patch Tuesday	*Chair*	Completed first run with great success. Bill Carlson's team was able to resolve issues that came up. Michael Wilmes mentioned that the patch should not affect student computers or instructor computers in the classes.

VII. Win 10	*Chair*	Looking for early adopters/testers on desktops and laptops, especially if using specialized software which would be a great opportunity to make sure software works well with Win 10. We are not planning to test on instructional workspaces yet.
VIII. Other Business:	*Chair*	*Laureano Flores seemed to notice that when one employee makes a request (ex: double monitors), then others will make the same request. Who can make that decision? Michael Dioquino stated that it is a divisional decision depending if they have the budget for new equipment. IT will then be consulted about standards and will obtain a quote but equipment will be paid for by the employee's division.
NEXT MEETING DATE: 27 April 2017		**Future Meetings**: 2017: 4/27, 5/11, 5/25 Summer (if needed): 2017: 6/8, 7/6