

**Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
April 5, 2021**

| | | | |
|--------------------|-----------------|---------------------|----------------------------|
| Fawaz Al-Malood X | Rich Lee | Richard Patterson X | Guest: Monica Cantu-Chan X |
| George Bradshaw | Mark Lowentrout | Robert Stubbe X | Guest: Chris Schroeder X |
| Michael Carr X | Anthony Moore X | Joe Vasquez X | Guest: |
| Kelly Coreas X | Jai Mehta X | Student Rep 1 | Guest: |
| Maribel Gonzalez X | Jean Metter X | Student Rep 2 | Kate Morales (Notes) |

| ITEM | DISCUSSION/COMMENTS | ACTION/OUTCOME |
|---|---|--|
| 1. Welcome | Anthony welcomed everyone to ITAC and introduced himself as the new Chief Technology Officer. Michael introduced himself as the new Director, Academic Technology. Kelly introduced herself as a faculty member from Respiratory Therapy. Maribel introduced herself as a counselor from ESL. | Information only. |
| 2. Review November 2020 Memory | The November 2020 memory was reviewed and approved. | The memory will be posted to the ITAC website. |
| 3. ITAC Goals: Recommendations from PAC | The committee reviewed ITAC's goals and the recommendations from PAC. The committee agreed to revise goal #4 to 'Planning – Integrate the Technology Master Plan (TMP) in the College Strategic Plan with the combined Educational and Facilities Master Plan.' The committee agreed to revise goal #5 to 'Advise Police and Campus Safety Advisory Committee on the security and retention of data gathered via the use of security cameras on campus. (Reference AP6510)' | The updated goals will be sent to the President's Office. |
| 4. TechConnect Zoom Recordings | Michael shared that an email from the Chancellor's Office on March 8 indicated that Zoom recordings would be deleted. The College has 30TB of recordings, and only 1TB is allowed. Another email was sent a few days later that backtracked on requiring | This topic will be on a future ITAC agenda for continued discussion. IIIC. |

| | | |
|--|---|---|
| | <p>videos to be deleted and indicated that no action would be taken. Chris shared that Mt. SAC has a sub-Zoom account. There is also a tool from 3CMedia to archive videos.</p> <p>Jai shared the responses from the College lawyers regarding Zoom recordings. She is on the Video Recording Task Force. She indicated that the Task Force would be talking with IT about video storage. Anthony stated that there is a little bit of time to address the storage issue, and right now, the priority is ensuring everyone can return to campus.</p> | |
| 5. WebCMS | <p>Fawaz indicated that there are ongoing complaints and issues with WebCMS. He noted that the College did look at Courseleaf as an alternative but did not elect to change systems. He found that other schools were eventually happy with Courseleaf but indicated it was a time-consuming process to implement it.</p> <p>Jai shared that the interface to WebCMS is complicated. Curriculum is such an essential process for the College, so a better system should be implemented.</p> <p>Monica shared the status of the WebCMS upgrade and indicated that the College and the vendor continue to work through issues with the system. She stated the College had used WebCMS for about 13 years. Before the upgrade to WebCMS, the Instruction Office considered other systems but found many had implementation or other service issues.</p> <p>Jean suggested that perhaps the Academic Senate should create a Task Force to review curriculum systems. Anthony agreed that IT would participate on any review committees, as needed.</p> <p>Jai also shared that Monica has done a great job with the implementation; it is the software that is having issues.</p> | As faculty co-chair of ITAC, Jai agreed to bring this issue to the President of the Academic Senate. Fawaz will bring the topic to the Instruction Team and the new VPI. IIC. |
| 6. IT Preparation: Return to Campus | <p>Michael shared that IT is preparing the campus for staff and students to return. His team is evaluating and updating office and lab computers. They are also continuing to maintain all the technology that is loaned to staff and students.</p> | Information only. |

| | | |
|---|---|---|
| 7. Other Items | The next meeting is on May 5 at 2:30 pm via Zoom. | Please forward agenda items to Anthony, Jai, or Kate. |
| Accreditation Standards IIC: Student Support Services IIIC: Technology Resources | | |