

**Mt. San Antonio College  
Information Technology Advisory Committee  
Group Memory  
November 2, 2020**

<p>Members:</p> <p>Fawaz Al-Malood <b>X</b>          Bean <b>X</b>          George Bradshaw          Rich Lee <b>X</b></p> <p>Mark Lowentrout          Jai Mehta <b>X</b>          Jean Metter <b>X</b>          Richard Patterson <b>X</b></p> <p>Robert Stubbe          Joe Vasquez <b>X</b>          Dale Vickers <b>X</b></p> <p>Student Rep 1 Ron          Student Rep 2            Kate Morales (Minutes)</p>		
ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Welcome</b>	Dale welcomed everyone to the meeting.	Information only.
<b>2. Review of October 2020 Memory</b>	Reviewed and approved October memory.	The memory is posted to the ITAC website.
<b>3. WebCMS Project Update</b>	Monica Cantu-Chan provided a status of the WebCMS project upgrade. Jean indicated that she received a detailed email from Pedro Suarez explaining the system glitch with her course proposal. She is confident that it is now fixed. Monica shared that she met with the Instruction team about the process and that faculty should contact Michelle Sampat if there are questions about the process or timelines. The current WebCMS issues have been fixed and the vendor is now working on suggestions for making it better. The Instruction Office and Pedro Suarez are doing outreach to all the divisions and departments to provide support and training, as needed. There are classes scheduled in POD through November and December.	Information only. IIC.
<b>4. Purpose and Function Statement</b>	It was recommended that the oversight of accreditation IIC is added to ITAC's purpose statement. The committee agreed to add the accreditation standard and remove the word college-wide so it reads, 'The Committee is responsible for monitoring college-wide compliance with ACCJC Standard III.C, "Technology Resources.'	ITAC's purpose and function statement will be submitted to PAC.
<b>6. Other Items</b>	Fawaz asked about the process of evaluating alternatives to WebCMS. Dale indicated that he believes a team did research	Information only.

alternatives and that IT does participate in the process, but it is initiated by areas like Instruction, Academic Senate, and Curriculum and Instruction Council.

Ron shared two documents. The first was on the Virtual System that is available for faculty to have software available via a virtual environment for easier student access. The second was on the possibility of moving students to O365, so they would be on the same platform as faculty. Fawaz, Jai, and Rich agreed that having students on O365 would make interactions easier.

The next meeting is December 7 at 2:30 p.m. via Zoom.

**Note: Accreditation Standards**

IIC: Student Support Services

IIIC: Technology Resources