

**Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
June 3, 2024**

Denise Bailey X	Angelic Davis X	Jaishri Mehta X	Guest:
George Bradshaw	Michael Dowdle X	Anthony Moore X	Vacant – Faculty SCE
Michael Carr X	Vincent Herrera X	Joe Vasquez X	Vacant – Student Reps 1 and 2
Katie Datko X	Mary McGuire	Krystal Yeo X	Notes: Kate Morales X

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
Welcome	Anthony welcomed everyone to the meeting. Vincent Herrera is a new ITAC member appointed by CSEA 262.	Information only.
Review May 2024 Memory	The May 6, 2024, memory was approved with the addition that Jaishri provided input from the faculty perspective to Eric Turner regarding the portal.	The memory will be posted to the ITAC website .
ITAC Goals Update	<p>The Committee reviewed the goals and provided updates under each item.</p> <p>For Goal 2 on a project management process, Anthony shared that IT is meeting with each team to share the project management process. The new process will go live in August 2024.</p> <p>For Goal 3 on training, Anthony shared that IT is working with POD and offering many new technology training classes. There are also a couple of questions on the technology survey about staff training needs. The survey will be released in the fall.</p> <p>For Goal 4 on student technology, Michael shared that the multi-year hardware projection is continually being refined and reviewed by Dr. Garcia and Cabinet.</p> <p>For Goal 5 on software licensing, Angelic shared that Purchasing implemented changes to software licenses and contracts that should assist with ensuring vendors are compliant and meet the</p>	The Goals document will be submitted to the President's Office by June 26.

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	<p>needs of the College. Purchasing is also looking at the overall cost of software items, not just the initial or first-year cost to determine if a formal RFP is required.</p> <p>For Goal 6, Anthony shared that IT is working on multi-factor authentication (MFA) during the next 12 months. Jaishri suggested emphasizing that using MFA to secure an account does not take long and provides a great deal of protection.</p> <p>For Goal 7, Anthony shared that IT continues to work with Purchasing on obtaining HECVAT documentation.</p>	
Academic Technology Update	<p>Michael shared that the Microsoft Licensing for 2024-25 has been resolved and adjuncts and hourly staff will receive an A3 license.</p> <p>Michael also shared that his team is continuing to maintain the computer inventory to provide an accurate hardware forecast for 2024-25 and beyond.</p>	Information only.
Other Items	<p>ITAC acknowledged Jaishri's upcoming retirement and wished her well. Jaishri shared that she has worked with IT for many years now and appreciates all the work the Team does to support faculty and students.</p> <p>The next meeting is on September 9, 2024, at 2:30 p.m. via Zoom.</p>	<p>Information only.</p> <p>Please forward agenda items to Anthony or Kate.</p>
Accreditation Standards	<p>IIC: Student Support Services IIC: Technology Resources</p>	