Information Technology Committee

Date: February 28, 2013	Location: L-201	Begin: 2:00 pm	Adjourn: 3:00pm

In Attendance	Absent
• Rick Shaw • Michele Lathrop • Susan Malek • Luis Echeverria • Rodney Schilling (CCCConfer) • Woody Burns • Mike Wilmes • Angela Musial • Dr. Tom O'Neil • Van Rider • LaDonna Trimble (CCCConfer) • Kim Covell (CCCConfer) Guests • Dan Scott • Gloria Mills • Greg Krynen	• Sharon Lowery • Ron Mummaw • Brandon Zavala • Joseph West • Javier Carcano • Nancy Bednar

Legend	
➢	Action Item

Agenda	Minutes
Welcome/Announcements	• Michele called meeting to order
Attendance	• By Sign in
Review/Approve/Discuss (February 14th meeting minutes)	Located in Google Docs and MyAVC Group Page • Change spelling of Elucian to Ellucian • Approved as revised, 6 ayes, 3 abstentions
Perform Annual Review of Computer Use and email Guidelines	• M. Lathrop sent out an invitation to sub-committee to meet ➢ Update at March 14th meeting
Mobile Apps	• R. Shaw met with M. Brewington, V.P. Administrative Services. She agreed that leveraging offer from Ellucian for $14,000 is the better path to take. If we sign by the end of fiscal year mobile apps will go into effect fall, 2013

Proxy Server for Library	• M. Dioquino will spin up a server to start testing • Prop 20 funds can probably be used
IT Master Plan Subcommittee	• M. Wilmes – sub-committee met. ➢ R. Shaw will come up with first draft for M. Wilmes and M. Lathrop to edit. Goal is to have a 15 – 20 page draft to present to IT Committee mid-April
Open Forum	• S. Malek – Copyright Issues – Library is aggressively posting notices. Also each tab will bring up the policy. • M. Lathrop – Sophos Anti-Virus – some computers are having issues. IT is aware. M. Lathrop will put in a trouble call. • M. Lathrop – Explorer does not work well with Blackboard. R. Shaw suggested putting up a notice on Blackboard that it is optimized to work with Firefox, Chrome, etc. • W. Burns – AVC is moving to Google for email. There are only 4 days for final opt-in. M. Wilmes – 20% of staff/80% of students have not opted in to gmail. On Monday at 8:00 am all email will go to Google. Both gmail and email icons will be available through March, and then email icon will be turned off. After email is turned off users will have to manually migrate their own emails into gmail. We are not repurposing email server so the emails will be available if necessary. • R. Shaw – sent out a message about upsurge in phishing. ITS will never send out an email asking for username and password. If anyone receives an email they are concerned about forward to help@avc.edu. Emails forwarded to abuse@avc.edu also get forwarded to Google. M. Wilmes gets a copy as well. • R. Shaw – checked with HR on mandatory training for staff on Google docs. HR stated they do not set required training for staff. We will take different paths to raise awareness of security on Google. Departments can send a request asking for training in security and Google. • R. Shaw – we are looking for 1st level funding for Wireless Project. Committee should bring ideas to next meeting. • R. Shaw – other large scale projects are Full Banner Implementation and Public Safety Mass Notification. T. O'Neill suggests hiring a grant writer to help raise funds.
Adjourn	• 3:15 pm
Next Meeting Date	• Thursday, March 14, 2013