IT COMMITTEE MINUTES *(DRAFT)*	**Thursday, December 10, 2020** **2pm – 3pm** **Zoom:** https://cccconfer.zoom.us/j/232422186

Type of Meeting: *Regular*
Note Taker: *Jana Crawford*
Please Review: *Agenda and Minutes from December 10th meeting*
In Attendance: *Richard Shaw, Lisa O'Leary, Bill Carlson, Jim Bowen, Michele Lathrop, Javier Carcano, Mike Wilmes, Deborah Sanchez, Duane Rumsey*

Guests:

Committee Members:
Richard Shaw, ITS Executive Director
Lisa O'Leary, Co-Chair
Duane Rumsey, VP Academic Affairs Designee
Mike Wilmes, ITS Systems Administrator
Javier Carcano, ITS Systems Security Administrator
Perry Jehlicka, DETC Co-Chair
Rick Motawakel, Academic Senate
Jim Bowen, Academic Senate
Dr. Casey Scudmore, Faculty Union
Deborah Sanchez, Faculty – Library/Institutional Research
Vacant – Classified – Academic Development
Michele Lathrop – Classified – Student Services
Bilkeyshia Jester – Classified – Business Services
Lisa O'Leary – Classified Union
Bill Carlson – Classified CMS
Vacant – ASO Student
Laureano Flores – Dean – Instructional Services
LaDonna Trimble – Dean – Student Services

Items	Person	Action
I. Opening Comments	Chair	The college's zoom activity has been segregated from the tech center and into our own sub domain account avc.zoom.us. The system is also set up to auto create accounts for anybody who has a valid login. However, you have to be either a current student or an employee. For users that have created a personal Zoom account using their avc.edu email address, they can go to avc.zoom.us, click sign in, and it will automatically ask them to move their account into our organization.

II.	Approval of Previous Minutes from Oct 8, 2020	All	Approved as submitted.
III.	A/V Updates	Chair	The project is stalled due to contract issues. Business Services and IT are trying to get the contract finalized so that the installation can begin. Most of the equipment is already in the Warehouse. The installation is expected to be finished by mid to late spring and have the new system available and programmed in all of the rooms for summer classes. The additional camera on the wall will be completely controllable by touch screen by the faculty in the classroom.
IV.	Staffing Updates	Chair	**Vacant Positions in ITS:** Director, Technology Operations – Interviews were conducted and a candidate has been selected. Database Administrator -Interviews were conducted and reference calls made have been made. Logistics are being worked out due to the candidate living in another state. Director, Enterprise Applications & Data Protection – Good pool of candidates. Interviews to be held in January Computer Services Tech (2) – Both positions have been filled. Technical Analyst (on hold) Administrative Assistant – Will be vacant in January.
V.	AP 3720	Chair	Federation has made recommendations on revisions. - Addressing account provisioning - Information Security No feedback or comments on changes were received so it will be moved forward.
VI.	Recommend Changes to Equipment Standards Matrix	Chair	Suggested Changes: Faculty will receive a laptop or Surface going further for greater flexibility. Managers will receive a laptop or Surface going further for greater flexibility and emergency response. The option for a desktop will be removed.

VII. Other Issues / Open Forum	Chair	No items discussed.
FUTURE MEETING DATES: **Spring 2021:** 1/28, 2/11, 2/28, 3/11, 3/25, 4/8, 4/22 **Summer 2021:** 5/13, 6/10, 7/8 (if necessary)		Next Meeting: Jan 28, 2020