IT COMMITTEE	May 9, 2013
	L-201

Called to Order: 2:00 pm	Type of Meeting: Share Governance/Regular
Chair or Co-Chair: Rick Shaw, ITS Director Michele Lathrop, Tutorial Specialist	

Attendees: Rick Shaw, Michele Lathrop, Javier Carcano, Mike Wilmes,, Suzanne Malek, Dr. Nancy Bednar, Kim Covell, Luis Echeverria, Dr. Tom O'Neil, LaDonna Trimble, Kyle Faber (Proxy for Joseph West)

Absent: Woody Burns, Sharon Lowry, Brandon Zavala, Joseph West, Van Rider, Angela Musial, Rodney Schilling (CCCConfer),

Guest: Dan Scott, Gloria Mills

Resource
Documents:

MINUTES

Approval of April 25, 2013 IT Committee Minutes		**Chair/Co-Chair**	
Discussion: Minutes from March 28, 2013 meeting were reviewed; correct spelling from Echevarria to Echeverria, spelling correction, change to Counseling and ITS under SARS Textability. Conclusions: Approved, with abstentions			
Action Items: None		Person Responsible	Deadline

Review of Action Items:			

Wireless Project		Rick Shaw	
Report/Discussion: R. Shaw and J. Carcano identified 19 devices that were redundant. Those devices will be redeployed in high access areas. Prioritization of deployment is: SSV Lobby, Library, Learning Center and Student Center			
Conclusion: There will be close to 100% coverage in areas deployed			
Action Item:		Person Responsible:	Deadline:

IT Master Plan Subcommittee			
Review/resolve: Committee reviewed 1st draft of 2013-2017 IT Master Plan. R. Shaw asked for volunteers to help correlate Guiding Principles and Goals.			
Conclusions: Committee will review first draft and provide feedback			
Action items:	1. 2013-2013 IT Master Plan will be distributed to committee 2. M. Lathrop volunteered to help correlate Guiding Principles and Goals	Person responsible: R. Shaw M. Lathrop	Deadline: May 23, 2013 May 23, 2013

IT Committee Member Terms			
Discuss/resolve: Staggering term expiration dates will prevent a major turnover in one year.			
Conclusions: Bring proposed terms back to next meeting. Dr. Bednar will take to Academic Senate for position appointment for DETC			
Action items:	Bring revised term dates	Person responsible: R. Shaw M. Lathrop	Deadline: May 23, 2013 May 23, 2013

Summer Meeting Schedule			
Discussion: One meeting a month June, July and August.			
Conclusions: Bring back to committee for vote			

Action items: Vote on meeting schedule	Person responsible:	Deadline: May 23, 2013

OPEN FORUM:
Welcome Back

    Discussion: Dr. Bednar will check with President's office about being added to first hour agenda

CCLM and Rubric for Scoring Projects

    Discussion: Process was quarterly, has been amended to be twice a year to coincide with semesters. Rubric is broken into refresh and new deployment. Rick will circulate rubric and ask for feedback. Would like to implement Fall 2013.

Accreditation Subcommittee for Technology

    Discussion: Midterm report needs to refer to minutes and action items.

Additional Information: Adjourned 3:00 pm

Next Meeting: May 23, 2013, 2013, 2:00 pm, L-201