

# Information Technology Committee

**Date: March 15, 2012**

**Location: L-201**

**Begin: 2:00pm**

**Adjourn: 3:30pm**

## In Attendance

- Calvin Madlock, Chair
- Nancy Bednar
- Michele Lathrop
- Van Rider
- Suzanne Malek
- Ron Mummaw (proxy for H. Preschler)
- Tom O'Neil
- Heidi Preschler (Late)
- Rodney Schilling (CCC Confer)
- Joseph West
- Mike Wilmes
- Woody Burns
- Javier Carcano
- Jessica Anderson

### Guests

- Sharon Dalmage
- Michael Dioquino
- Patricia Fuller
- Chris Clement (Google Demo)
- Greg Krynen

## Absent

- Kelley Hare
- Sharon Lowry
- Tom O'Neil
- Ken Sawicki
- Jill Zimmerman

### Legend



Action Item

## Agenda

Welcome/Announcements

-Chair Vacancy

-Meeting News

## Notations

- Calvin Madlock called the meeting to order
- Roll call was conducted

Election for Co-Chair

- Michele Lathrop elected as Co-Chair (quorum)

Election for bi-monthly IT Committee meetings

- Committee voted to have meeting on 1<sup>st</sup> and 3<sup>rd</sup> Thursday of the month. It also was decided since next week is spring break the next meeting will be on Thursday, March 29, 2012 followed by Thursday, April 19, 2012

<p>Email Archiving/Retention</p> <p>Google Apps for Education</p> <p>Guidelines/Administrative Policy</p>	<p>Email Archiving/Retention</p> <ul style="list-style-type: none"> <li>➤ TABLED until next meeting: Kelly will provide Student Application Timelines</li> </ul> <p>Google Pilot</p> <ul style="list-style-type: none"> <li>• Woody Burns and the Network Team (Chris Clement) provided a demo of the pilot. All IT Committee members will be provided a Google account for the pilot. Guidelines were given on rules and process. The project will be implemented in phases. Phase 1 – IT team pilot, Phase 2 – Power Users, IT Committee, etc. Phase 3 – Heavy lifting and implementation. The Network team was impressed with the IT Committee knowledge of Google. The DETC will also be participating in the pilot. Woody the issues with having too many people in the Pilot.</li> <li>• Mike Wilmes provided demo of existing AP3720 – 3722 policy and indicated his input on where the policy should be modified to deal with mobile devices. <ul style="list-style-type: none"> <li>➤ IT committee was charged with task to add comments utilizing Google Docs.</li> </ul> </li> </ul>
<p>Accreditation (WASC) Recommendations</p>	<p>Deadline: June 2012 – Feedback for the Accreditation recommendation narrative should be emailed to Calvin so he can update the document. Calvin received some feedback already regarding grammatical errors; however is awaiting more feedback from the IT Committee.</p>
<p>Asset Replacement Plan</p>	<p>Asset Report – Identify computers by age</p> <ul style="list-style-type: none"> <li>• Need to find a way to finance computer infrastructure at AVC. Plan is to take all plans to SPBC once technicians provide inventory. Would like the help of faculty with putting together accurate plans to make this easier. Plans are listed as follows: <ul style="list-style-type: none"> <li>▪ PC Replacement Plan</li> <li>▪ Network Replacement Plan</li> <li>▪ Server Replacement Plan</li> <li>▪ Projector Replacement Plan</li> <li>▪ Phone Inventory Plan</li> </ul> </li> </ul>
<p>Updates</p>	<p>Connectivity Outage</p> <p>LS2 building was fixed temporarily. Need to take budget for permanent fix to SPBC.</p>
<p>Future Topics:</p> <ul style="list-style-type: none"> <li>• New technologies <ul style="list-style-type: none"> <li>▪ Paperless</li> </ul> </li> </ul>	

▪ Wireless

Open Forum/notes

- Blackboard was chosen by DETC as learning management system for AVC.
- ITS began migrating to Windows 7, based on existing hardware/software configuration of machine. XP is at end of life and will not be supported soon. The Palmdale center has been completed migrated.
- Missing network in LS2 room 143