

**Mt. San Antonio College  
Information Technology Advisory Committee  
Group Memory  
March 21, 2023**

Denise Bailey X	Katie Datko X	Anthony Moore X	Guest: Monica Cantu-Chan X
George Bradshaw X	Angelic Davis X	Joe Vasquez X	Guest: Chris Schroeder X
Michael Carr X	Yvette Garcia X	John Uy X	Guest: Pedro Suarez X
Deyi Chen	Mary McGuire X	Vacant – Faculty DL	Guest:
Kelly Coreas X	Jaishri Mehta X	Vacant – Faculty SCE	Kate Morales (Notes) X

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome	Anthony welcomed new members Denise Bailey and Yvette Garcia. Denise is the Dean of Natural Sciences. Yvette is from Technical Services.	Information only.
2. Review December 2022 Memory	The December 2022 memory was reviewed and approved. Anthony reported that he did discuss accessibility with VP Morris and PAC. Since there are so many facets to accessibility, not just technology, PAC will handle this topic. Jaishri shared that Meghan Chen scheduled a WebCMS Workgroup meeting on April 3. Jaishri asked committee members to send her examples or comments about WebCMS, which she will share at the meeting.	The memory will be posted to the <a href="#">ITAC website</a> .
3. Technology Master Plan	Anthony reported that the Technology Master Plan is complete.	The plan is posted on the <a href="#">ITAC website</a> .
4. Academic Technology Update	Pedro Suarez gave a presentation on LabStats software. It shows hardware and software usage. It includes analytics and dashboards. It will be helpful in IT's inventory project. It may also help determine if the College has unused or over-licensed software that may be reduced as a cost-saving measure.	Information only.

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	<p>For now, IT's Academic Technology team would have access to the data. It can also be shared with divisions that have labs or other departments. It doesn't show Canvas usage because it is accessed via a web browser so it would show browser usage.</p> <p>IT has a new <a href="#">Student Tech website</a>, a one-stop location for faculty and students to find IT support information. IT tested LabStats and found it does not slow down the computers it is running on.</p>	
5. Multi-Factor Authentication	<p>Chris Schroeder shared a presentation on multi-factor authentication. It adds a layer of protection for user accounts because a password is insufficient. Additionally, the College's cybersecurity insurance offers a discount if the College uses MFA. Faculty are concerned about adding additional steps to access technology resources. Chris shared that the first goal is implementing it in areas that access highly-sensitive data through Banner, like Financial Aid.</p>	Information only.
6. Project Prioritization Process	<p>Monica Cantu-Chan shared a presentation on a proposed IT project prioritization process. A sample rubric was shared and will be sent to ITAC. IT has about 169 projects in the queue.</p>	Project Prioritization will be added to the April ITAC agenda.
7. Other Items	<p>The next meeting is on April 3 at 2:30 pm via Zoom.</p>	Please forward agenda items to Anthony, Jaishri, or Kate.
<p><b>Accreditation Standards</b>  IIC: Student Support Services  IIIC: Technology Resources</p>		