

**Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
November 7, 2023**

Sam Agdasi	Katie Datko X	Joe Vasquez	Guest: Monica Cantu-Chan X
George Bradshaw	Angelic Davis X	John Uy	Guest: Meghan Chen X
Michael Carr X	Mary McGuire X	Vacant – Faculty DL	Guest: Eric Turner X
Deyi Chen X	Jaishri Mehta X	Vacant – Faculty SCE	Guest:
Kelly Coreas X	Anthony Moore X	Vacant – CSEA 262	Kate Morales (Notes) X

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Welcome	Anthony welcomed everyone to the meeting.	Information only.
2. Review October 2022 Memory	The October 2022 memory was reviewed and approved with a minor correction.	The memory will be posted to the ITAC website.
3. WebCMS	<p>Meghan Chen, Monica Cantu-Chan, and Eric Turner joined ITAC as guests to discuss WebCMS.</p> <p>Meghan shared that she and the Instruction Office have heard about WebCMS technical and process issues and are working on them.</p> <p>Jaishri and Mary shared faculty concerns regarding the software, the glitches, the frustrations of actually using the software, the difficulty with the process, the timeline, and making changes after submitting through WebCMS. Mary shared examples of documents going missing, whole degrees no longer visible, and difficulty getting support or fixes to the issues.</p> <p>Jaishri also shared concerns about the development of the software and how it was chosen. Monica shared that a group</p>	<p>Instruction will share updates regarding WebCMS and curriculum with faculty and the Academic Senate.</p> <p>IT will continue to support Instruction by working with the vendor on punch list items to fix and documenting business processes.</p>

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	<p>looked at other systems, but there are not many curriculum systems in the marketplace. Additionally, WebCMS was customized to Mt. SAC's curriculum process, which not all vendors will customize. Monica shared that several systems are involved in building curriculum, including Banner, WebCMS, and Leapfrog.</p> <p>Although Instruction and IT have offered many training sessions and individualized help, it is not enough when the system has many issues.</p> <p>Instruction is committed to doing what is best for the College, both short-term and long-term, in solving this issue and that switching systems can be painful. The College's processes may also need to be evaluated and refined.</p> <p>Meghan asked how to share back information, and Jaishri suggested through Academic Senate. Jaishri would also like faculty involvement with Instruction/IT in software decisions.</p>	
4. ITAC Purpose/Function/ Membership Statement	ITAC reviewed the purpose, function, and membership statement. It will be sent to the Committee via email for additional edits or changes and then submitted to the President's Office.	Statement submitted to President's Office on November 15.
5. ITAC Goals for 2022-23	ITAC reviewed the draft goals. The document will be sent to the Committee via email for additional edits or changes and then submitted to the President's Office. ITAC will review them again at the June 2023 meeting.	Goals submitted to President's Office on November 15.
6. Other Items	The next meeting is on December 5 at 2:30 pm via Zoom.	Please forward agenda items to Anthony, Jaishri, or Kate.
Accreditation Standards IIC: Student Support Services IIIC: Technology Resources		