Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
November 4, 2024

Dominick Atanasio	Dalia Chavez	Vincent Herrera	Krystal Yeo X
Denise Bailey X	Katie Datko X	Mary McGuire X	
George Bradshaw	Angelic Davis X	Anthony Moore	Guest: Chris Schroeder X Guest: Jonathan Singh X
Michael Carr X	Michael Dowdle	Joe Vasquez X	Vacant – Student Reps 1 and 2

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
Welcome and Review of October Memory	Michael welcomed everyone to the meeting. The October 7, 2024, memory was approved.	The memory will be posted to the ITAC website.
Zoom – Chris Schroeder	Chris showed the Zoom configuration settings and reviewed the options for the setup of AI Companion. Some settings are on by default for the host to enable and some settings are disabled. The host can enable AI Companion and the summary will be sent to the host/co-hosts and alternative hosts. They can forward the summary to others as needed. Angelic shared that she has used it and found it to be helpful but not always 100% accurate. The notes should be reviewed and updated before sharing widely.	Information only.
Security Audit – Jonathan Singh	Jonathan shared that IT is exploring a formal security audit. It would include an in-depth assessment of current security policies and settings. The vendor will prepare a formal report with recommendations and a roadmap to improve security. The goal is to start this audit engagement in January 2025.	The PowerPoint slide will be sent to ITAC.
Academic Technology Update – Michael Carr	Michael reported that the Academic Technology Team is engaged in a project to upgrade the campus from Windows 10 to Windows 11. Microsoft announced they will sunset Windows 10 in October 2025. IT has been testing Windows 11 for about a year with staff and faculty input. The upgrade process has started with some areas like School of Continuing Education and the CIS Department.	Information only.

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	Michael also shared that his team is working on a project to implement Microsoft Intune. It is a mobile device management system that will help with computer security for Windows devices. It is similar to JAMF which is used for Apple devices. CDW-G will be assisting with the implementation. It should be fairly seamless to end users as most of the work happens in the background.	
IT Employee and Student Surveys	Michael reported that the employee and student surveys close end of the day on Friday, November 8. A special thank you to Katie Datko for posting the student link in Canvas. The links are also posted in the portal announcement box for students and staff. To date, we've received: Student Survey Responses: 941 Staff Survey Responses: 210	IT will resend the campus announcement about the employee survey.
Other Items	The next meeting is on December 2, 2024, at 2:30 p.m. via Zoom.	Please forward agenda items to Anthony or Kate.
Accreditation Standards	IIC: Student Support Services IIIC: Technology Resources	