

Mt. San Antonio College
Information Technology Advisory Committee
Group Memory
September 8, 2025

Dominick Atanasio	Dalia Chavez X	Mary McGuire	Krystal Yeo X
Denise Bailey X	Angelic Davis X	Anthony Moore X	Vacant – Student Reps 1 and 2
George Bradshaw X	Michael Dowdle X	Tracy Ramos	Guests: Monica Cantu-Chan X, Jonathan Singh X
Michael Carr X	Vincent Herrera X	Adam San Miguel	

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
Review of June Memory	The June memory was approved.	The memory will be posted to the ITAC website .
Change Management Communication and Maintenance Calendar	Monica Cantu-Chan reviewed the College’s Change Review Group and the process used to submit and approve system changes and system downtime. The Review Group now meets weekly to review change requests and either approve or deny them. When a change is approved, the maintenance calendar is updated with expected downtime, and communication is sent to the campus. Based on feedback from constituent groups, a minimum of a two-week notification period is necessary for any Banner self-service downtime, and a three-week notification period is necessary for any Canvas downtime. The team requesting downtime can submit an emergency request, but must identify the reasons why it is an emergency, and the request is sent to the Review Group for approval or denial via email. Change Review Group: https://www.mtsac.edu/training/changemanagement/index.html Calendar: https://www.mtsac.edu/it/scheduled-maintenance/	Please contact Monica Cantu-Chan with any questions.
MFA Implementation	Jonathan Singh reported MFA stats. The Security Team onboarded 82 employees in August 2025. Jonathan presented MFA at the Faculty FlexDay and Classified Professional Development Day. Jonathan is offering more than 20 sessions in September through	Please contact Jonathan if you have any MFA questions. Please contact Kate Morales or Jonathan if you would like to

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
	POD and encouraging all staff to attend. IT is also reaching out to departments to onboard team members through department meetings. Michael Dowdle encouraged Jonathan to reach out to academic areas to attend their department meetings to give a short presentation on MFA to encourage staff to onboard.	schedule an MFA session for your department or an individual appointment.
Data Governance Update	Anthony reported that he and Patty Quinones, Director of Research, are continuing the work on data governance. Data governance is the overall framework of policies, processes, roles, and standards that ensure an organization's data is accurate, secure, consistent, and used responsibly. It's about making sure data is well-managed and trustworthy throughout its lifecycle. Anthony and Patty are moving forward with forming a group to develop the framework of data governance, including processes, roles, and standards. Data governance roles include the data owner, the data custodian, and the data steward. Ultimately, establishing a data governance structure will provide a clear framework for managing possible future AI-related data requests consistently and responsibly.	Information only.
Academic Technology Update	Michael gave an update on the Academic Technology Team. They are working with CDW-G to continue the implementation of InTune, which is the system that remotely manages computers to provide security updates and software applications. The next step of this project is limited testing with specific user groups. It is focused on employee computers. Classroom and lab computers will be considered during the next phase of this project. Michael also shared that his team continues to collect and verify inventory data to plan for future upgrades in the new budget cycle.	Information only.
Other Items	The next meeting is on October 6 at 2:30 p.m. via Zoom.	Please forward agenda items to Anthony or Kate.
Accreditation Standards	IIC: Student Support Services IIIC: Technology Resources	