The Information Technology Committee serves as the central focal point to examine technology planning and operations at Taft College. The Committee provides a forum for input from all campus constituents and acts as a resource with regard to technology planning and operational effectiveness. The Committee receives input, recommends areas of interest, analyzes technology effectiveness, and makes recommendations regarding technology-related matters including training needs. The Committee leads the development of the Technology Master Plan and provides annual updates to the plan.

**Members Present:**
Andrew Prestage (Chair), Adam Bledsoe (Co-Chair), Shelley Getty, Mark Gibson, Gus Gonzalez, Dana Hicks, Abbas Jarrahian, James May, David Mitchell, David Reynolds, Tiffany Rowden

**Members Absent:**
Nicole Avina, Severo Balason, John Dodson, Richard Hudson, Leslie Minor

**Other Attendees:**
There were no other attendees

**Student Representative:**
Whisper-Lynn Null (Absent)

**Facilitator:**
Andrew Prestage facilitated the meeting.

**Recorder:**
Dana Hicks was meeting recorder.

**Meeting Called to Order:**
The meeting called to order at 10:11 A.M.

1. **Review Minutes from April 26, 2019**
   a. The Committee reviewed and approved the minutes from the April 26, 2019 meeting with no changes.

2. **Cranium Café**
   a. Bledsoe talked about Cranium Café and that students may chat with a Counselor online through the Café. Not all counselors will be on Café and students will need to make an appointment through the Counseling office. Students are required to have an account prior to speaking with a counselor and Bledsoe asked for advice if it’s best to have
students create their own Café accounts or if IT could help with a flat file to automatically create student Café accounts.

3. Print Proposal
   o The Trustees approved the proposal during last month’s meeting. The next step will be ordering the equipment with CAReding. Once ordered, the equipment will be delivered to the campus within three to four weeks.

4. Technology Master Plan Approved
   o Prestage presented the approved ITC Committee approved Master Plan during the last Governance Council meeting. The Council liked and approved the plan when the presentation was complete.

5. Summer Projects
Gonzales briefly summarized the following summer projects:
   a. Windows 10
      o Campus computers will be upgrading from Windows 7 to Windows 10.
   
   b. Student E-mail Passwords (8/16)
      o Effective August 16, students will be able to reset email account passwords through the Single Sign On system
   
   c. Office 365 Upgrades
      o The campus will be moving from Office 2016 to Office 365. The desktop applications will still be available for download.
   
   d. Hyper-V Upgrades
      o The Hyper-V upgrade will be for the machine hosting the virtual servers.
   
   e. Changes to WEP SSID
      o The passcode changes will be for the TaftCollege WiFi.
   
   f. Re-do DHCP Ranges
      o This re-do will apply to all machines around campus.
   
   g. Change Escape # for Outside Line
      o The escape number to reach an outside line will be changing from “9” to “8”. There is no final implementation date and notices will be sent prior to the change. The first notice will be sent out next week.
   
   h. Computer Shutdown (5/21)
      o Beginning May 21, all campus computers will be shutting down every night at 11:00pm.
   
   i. Enable Unique Student Desktop Logins
IT is working with Terry Smith on a policy allowing students to log onto the Library computers using their own username/passwords. If the project is a success, the project may be implemented campus-wide.

6. Other

- Reynolds inquired about student logins on the Mac tablets in Science classrooms. Gus indicated he will look into the matter with Rich.

- Mitchell inquired about equipment for new faculty. Prestage is working with Vohnout on obtaining information for new faculty equipment needs.

The meeting concluded at 10:39 a.m.

Next Meeting: Friday, September 20, 2019

Minutes approved as written by ITC Committee on 9/20/2019.