<p align="center">**PORTERVILLE COLLEGE**</p>

INFORMATION TECHNOLOGY COMMITTEE
<p align="center">8:00 AM – 10:00 AM   •   Friday September 27, 2019•   SM-124</p>

<u>Minutes</u>

Present: Jay Navarrette, Elizabeth Buchanan, Sarah Phinney, Fernando Roman, Dustin Acres, Reagen Dozier

I. **Call to Order**

II. **Adoption of Agenda**

III. **Approval of Minutes**

IV. **Discussion/Action items**

    a. **Review Function and Mission Statement (Objectives) of IT Committee –** Discussed Mission statement and objective of IT committee. No changes needed to charge.

    b. **Review IT Committee Membership** – Changed membership, removed members Samantha Sousa, Jim Carson, Rosemary Viotto and Erin Cruz. Added Elizabeth Buchannan (Faculty at Large), Roger Perez (Web Coordinator), Reagen Dozier (Program Manager, Instruction). Open positions are Classified Rep, Secretary and Student Rep. Changed title of Sarah Phinney to DE Coordinator.

    c. **Update on Full Time Systems Support I Position** – September 30, 2019 doing initial interviews for Systems Support I position.

    d. **SCCR Upgrade** - Installed new short throw laser projector and PA system in SCCR. Will be installing podium and remove older computer cart.

    e. **Teacher workstation proposal – Initial install SCCR** - Looking to purchase a podium wireless all-in-on computer for SCCR. Unit is a computer with touch screen capability with a document camera and a battery for total wireless connection.

f. **Windows 7 End of Support – January 2020** – In January 2020, Microsoft will be discontinuing support for Windows 7 computers. IT will be evaluating campus computers and begin to schedule computers for Windows 10 upgrades.

g. **Other**

h. **Next Meeting – <u>October 25</u>, 2019 – 10:00am SM-124**

V. **Adjournment –** 10:57am