AOA IT Meeting Minutes: Sunday, January 7, 2024

1. **Introduction:**

    The meeting commenced with a welcome and introduction by Matthew Sparks, 2023 – AOA IT Chair. All members present participated in the opening remarks.

2. **Vice-Chair Selection/Appointment:**

    Matthew Sparks led the discussion and consideration for the selection or appointment of the Vice-Chair that took place. Members provided input, and Calvin Yun, from CSUN AS department was confirmed as the 2024 Vice-Chair – AOA IT Committee.

3. **Review of IT Matrix Session (Handouts):**

    Alexander Gonzales presented and led the discussion on the IT Matrix Session, providing handouts for reference. Members engaged in a detailed review and asked clarifying questions.

4. **Review of Expo Grand Opening (Handouts):**

    Alexander Gonzales presented information related to the Expo Grand Opening, including details about the Scavenger Hunt and Raffle Ticket. Handouts were distributed for further understanding.

5. **IT Committee Group Communications:**

    a. AOA Website:

        i. Alexander Gonzales emphasized the absence of listservs.

        ii. Members were encouraged to join the IT Committee Group and other relevant group(s) on the AOA website as a means of communication.

6. **Increase Attendance of IT Committee Members in Meetings:**

    a. A survey will be conducted to gather insights.

    b. Members discussed strategies to engage XDs from each school to boost participation.

7. **What's New in Your Area:**

    Members shared updates and developments in their respective areas.

8. **Next Meeting:**

    The next AOA IT Committee meeting is scheduled for March 2024.

9. **Q&A:**

    Open floor for questions and discussions. Members had the opportunity to seek clarification on various agenda items.

Action Items:

- Conduct a survey to increase attendance.
- Engage XDs from each school for increased participation.
- Prepare for the next meeting in March 2024.

Adjournment:

The meeting adjourned at 6:00pm