*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:** Gustavo Gonzalez, Mark Gibson, Rafael Andrade, Heather Cash,   
David Reynolds, Abbas Jarrahian, Dr. Xiaohong Li, Kyle Webster and Terri Smith

**Members Absent:** John Dodson, Jon Farmer, Dr. Amar Abbott, Tiffany Rowden,   
Dr. Leslie Minor, Allisa Tweedy, Dr. Damon Bell  
 **Student Representative:** Absent

**Facilitator:** Dr. Xiaohong Li **Recorder:** Brandy Young

**Review Minutes from February 2, 2024**The committee approved the minutes without changes.

**Banner 9 Testing Group – Faculty**All components of Banner 8/Cougar Tracks will be disabled on March 31, 2024. Recorded training for Banner 9 will be provided during the first week of March. Two sessions will be offered. The Admissions and Records office will work with the Office of Instruction to create testing environments for faculty to work out any bugs.

**Cybersecurity Feedback – Discussion**Efforts to increase awareness of cybersecurity attacks are ongoing.

* Provide training for new hires during the onboarding process
  + Add a link to initial email set up process
* Create tutorials
* Explore Vision Resource Center material
* Create a 1 page document to be added to faculty resources

**Cybersecurity Training – Discussion of policy change recommendation**Language will be adopted from the Community College League of California. A recommendation will be made to the Governance Council and Academic Senate and will go through the appropriate channels for approval.

**ITS Updates**

* **2FA Implementation –** Implementation is taking place by department. Different options are being tested.
* **Microsoft A5 –** Safety options are being tested and implementation is underway.

**DE Updates**

* **Skill Up – March 15, 2024** – Website design for accessibility in Canvas
* **Upcoming Update –** New proctoring service. Moving away from Respondus, exploring different options.
* **May Inservice –** Training: HTML and Accessibility

**Next Meeting:**

The next meeting will be on March 22, 2024, at 10:10 a.m. in T-10.

**Respectfully Submitted by Brandy Young**