Citrus Campuswide Information Technology Committee

CITC Meeting Minutes  February 10, 2009  AD 206

Members Present

Linda Welz - Chair  Joyce Miyabe
Leigh Buchwald  Marcy Morris
Paula Green  Gerhard Peters
Lan Hao  Jim Pierce
Dave Kary

Handouts
- California Education Code Section 70902
- California Penal Code 502
- California Codes Section 3543.1
- US Code title 17 – Copyrights, Section 101. Definitions
- List of Board Policies and Administrative Procedures
- Grossmont-Cuyamaca CCD Technology Plan
- Upcoming Meetings

Call to Order
Linda Welz opened the meeting.

Minutes
The minutes were approved as read.

Virtual Desktops
Leigh showed the committee the new thin clients that will be used in the lab. The stem grant is making this possible. The thin client is a very small box that a monitor will be attached to and that is all that will be need at a workstation in the lab. The lab is going to be virtualized and there will be a special server to provide for this new technology. Leigh discussed the flexibility of its use and all of the uses possible with a virtual network. It was the highlight of the meeting.

New Board Policy and Administrative Procedures
We are going to a new format for our Policies and Procedures. The format is coming CCLC Community College League of California. Linda explained BP XXXX stands for Board Policy and AP XXXX stands for Administrative Procedures. Linda passed out a chart showing our list.

BP 3720  Computer and Network
AP 3720  Acceptable Computer and Network Use
Linda passed around copies of the California Ed Code 70902 and the US Code. She pointing out sections that will apply to Technology, such as: in the CA Penal Code talks about computer crimes, identify thief, copyright and other areas. We need to discuss how to protect data. There will be 3 classes of data, Class A data, Class B data, and Class C data. Linda took some of the policies that we had been working on for the past several months and starting working on the different procedures. Then, the committee will start working, editing and approving all of the items to then send them on to the Steering Committee before the end of the year. If you have changes or additions you can email them to Linda. The use of college or district, as it is used in the documents was discussed.

**SWOT Analysis**
Linda passed out the final copy of the SWOT Analysis.

**Flex Day**
On Flex Day they are going to be coming up with a vision for Citrus College.

**Technology Plan**
The committee will be starting to work on the new Technology Plan. Linda provided an overview of what will be included in the plan and what the advantages are to having a plan. This needs to be done before accreditation. She shared the Technology Plan from Grossmont-Cuyamaca CCD.

**Citrus CCCApply**
Citrus CCCApply went live today. We will see how many applications we have tomorrow.

**Adjourn**
The meeting adjourned at 3:30 p.m.

The next meeting is **March 10, 2009 at 2:30 p.m. in AD 206.**