CITC Meeting Minutes        March 31, 2009        Library Fishbowl

Members Present

Linda Welz        Bernice Macias
Leigh Buchwald    Joyce Miyabe
Rosalind Buchwald Lois Papner
Patti Gonsalves   Gerhard Peters
Dave Kary         John Thompson
Lari Kirby        Debbie Vanschoelandt

Handouts

CITC Purpose Statement 2008-2009 (re-approved 3/31/09)
BP 3720  Computer and Network Use (approved 3/10/09 with changes)
AP 3720  Acceptable Computer and Network Use (3/18/09 draft)
AP 3721  Computer and Network Account and Password Management (approved 3/19/09)
AP 3722  Computer and Network Connectivity and Access (3/20/09 draft)
AP 3723  Electronic Mail and Bulk Electronic Distribution (approved 3/19/09)
AP 3724  Data and Information Protection (3/20/09 draft)
AP 3725  Electronic Equipment Disposition (3/20/09 draft)
AP 3726  Telephone Services (3/20/09 draft)

Call to Order
Linda Welz opened the meeting at 2:30

Linda said the board policy and all administrative procedures have been updated to use the district, not college reference.

AP 3720  Acceptable Computer and Network Use
Procedure AP 3720 Acceptable Computer and Network Use was approved with 3 changes.

AP 3724  Data and Information Protection
Procedure AP 3724 Data and Information Protection was approved with changes. Password protected jump drives need to be added.
AP 3725  Electronic Equipment Disposition
Procedure AP 3725  Electronic Equipment Disposition was approved with changes.

AP 3726  Telephone Services
Procedure AP 3726  Telephone Services was approved with changes.

AP 3722 Computer and Network Connectivity and Access
Procedure AP 3722 Computer and Network Connectivity and Access was addressed. In regard to We Tipline, Linda has included a reference that the college supports anonymous reporting.

Technology Plan
Next the committee will need to work on the Technology Plan. Linda explained how the Technology will need to work with the Master Plan which is driven by the Instructional area. Linda discussed some of the needs that will go into the Technology Plan and what the responsibilities of the committee in reviewing the needs will be so we stay in line with the Master Plan. The Technology Plan will support the instructional plan, giving examples such as refreshing desktops and systems for the new buildings.

Name of Committee
The name of the committee has been changed by the Steering Committee to College Information Technology Committee (CITC), March 23, 2009.

The meeting scheduled for Tuesday, April 14th has been cancelled. The next meeting will be held Tuesday, April 21st in the library conference room A.

The meeting was adjourned 3:45 p.m.