

College Information Technology Committee



Meeting Information

1. **Date and time:** May 12, 2025, 10:00AM to 11:00AM
2. **Location:** [Zoom](#)
3. **Next Meeting:** June 9, 2025 10:00AM to 11:00AM

Attendees

1. **Chair:** Eric Calderon
2. **Recorder:** Millie Franco
3. **Committee Members:** Allan Abutin, Jack Beckham, Tom Cheng, Darren Hall, Laks Floriano, Manny Guerrero, Lan Hao, Elaine Lipiz-Gonzalez, Becky Rudd

Agenda

1. April 21, 2025, Meeting minutes were approved
2. Updates
 - Enterprise Systems
 - i. Common Course Numbering begins today for fall 2025.
 - ii. SharePoint naming for OneDrive (citrusstudent) when sharing files, it shares as "citrusstudent". It has been requested to change because outside agencies are confused or concerned when they receive items from Citrus College. If there is a change, it will affect and change any prior documentation posted and will expire within 1 year. Becky Rudd and Darren Hall are not sure if faculty use the current "citrusstudent" link. Can there be a notification of some sort advising link needs to be updated? Eric will need to investigate how it can be updated.
 - iii. Website- Jolie has uploaded approximately 3000 pages already. Mid-fall term to segway. It will affect the catalog and other elements in use.
 - iv. Degree Works-migrating with the Counseling team sometime in mid to late June to 5.1.4 Service Pack 2 update. Lan would like CITC to view how apps students use, for example, DegreeWorks. Eric would also review the apps that faculty use. Elaine Lipis-Gonzalez shared her gratitude to Allan and the team for their efforts with DegreeWorks.
 - v. Guardian APP – update information on Banner is for alerts for campus emergencies, will discontinue. There will be a new Guardian App, and Allan will provide more information in the future once it's been decided. Notification in June to update phone numbers in Banner because it is used by this app to send notifications.
 - Operations and Support
 - i. Data Center Update- HVAC for campus safety and CTE is pending.
 1. POTS line moves sometimes in the summer during a weekend. May only impact file shares.
 2. CENIC upgrade

3. Server move-May only impact file shares.
- ii. Phone System exploration- the current company went bankrupt and will lose support.
Tom's team is looking into RingCentral which integrates with Teams, and you can make phone calls and possibly texts. What is the difference between chat and text? Text from students, community not in your contact will show up as a text with a phone number.
- iii. TeCS move to the Library, eastern side of the library, second floor. No timeline at the moment. Darren asked what hours will TeCS staff will be available for student assistance?
- Security
 - i. Security Review
 - ii. Training

3. Policies

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|----------------------|----------------------|----------------------|
| • BP 3720 - Complete | • AP 3721 – Complete | • AP 3724 – Complete |
| • BP 3727 - Complete | • AP 3723 – Complete | • AP 3725 – Complete |
| • AP 3720 – Complete | • AP 3722 – Complete | • AP 3726 – Complete |
- **AP 3727 – Need to review again in June.** Ty has a meeting on Friday that may have updates with accessibility, and recommended we review at the next CITC in case there are any changes that need to be added.
 - **AP 3775 – New**

Future Dates

June 9