

# College Information Technology Committee



## Meeting Information

1. **Date and time:** December 1, 2025, 10:00AM to 11:00AM
2. **Location:** [Zoom](#)
3. **Next Meeting:** March 9, 2026, 10:00AM to 11:00AM

## Attendees

1. **Chair:** Eric Calderon
2. **Recorder:** Millie Franco
3. **Committee Members:** Jack Beckham, Kristen Campbell, Tom Cheng, Wade Ellis, Darren Hall, Manny Guerrero, Lan Hao, Elain Lipiz Gonzalez, and Manuel Zepeda.

## Agenda

1. November 3, 2025, Meeting- approved
2. EISER Planning- Committee had an overview of ACCJC 3.9 and 3.10 and will contribute comments on Padlet. Padlet is an online virtual "bulletin board" where users can create and share digital content, collaborating in real time on a customizable canvas. Email Eric or add to the Padlet for any other additions.
  - 3.9. The institution implements, enhances, and secures its technology resources to support and sustain educational services and operational functions. The institution clearly communicates requirements for the safe and appropriate use of technology to students and employees and employs effective protocols for network and data security.
    - i. AWS cloud migration for all Banner and related applications. - Bryun
    - ii. "Written code of professional ethics for all personnel, including consequences for violations " = APs 3720, 3721, 3722, 3723, 3724, and 3727- Jack
    - iii. Clear communication to students on MFA alternatives in lieu of having a smartphone available. Darren
    - iv. Fin Aid messages about fraud emails and disbursements - Eric
    - v. Information literacy training to students- Darren
  - 3.10. The institution has appropriate strategies for risk management and has policies and procedures in place to implement contingency plans in the event of financial, environmental, or technological emergencies and other unforeseen circumstances.
    - i. DR and Business Continuity Plan- Eric
    - ii. "Cybersecurity Awareness" training is available in the VRC for employees. -Jack
    - iii. Server OS and Data backups along with email archival- Tom

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- **Links Shared:**
- ACCJC: <https://accjc.org/wp-content/uploads/ACCJC-2024-Accreditation-Standards.pdf>
- Padlet: <https://padlet.com/citruscollege/citc-december-1-eiser-qpjfaa6ewjnc65em>

### 3. Title II WCAG 2.1, Level AA. Compliance by 4/24/2026

- Eric recommends areas to send a similar message to vendors to see if they are in compliance:  
*Hope you are doing well. I just wanted to reach out and see if your product meets the WCAG accessibility guidelines (<https://www.ada.gov/resources/2024-03-08-web-rule/>). We are a public institution and need to be able to show that we are compliant by April 24, 2026. I was wondering if you have anything that can show that we meet those guidelines. Thanks,*
- How is the college going to track the compliance? Eric is open to ideas, via Teams. TeCS will need to rely on Citrus Offices to report the application or social media and its compliance to TeCS to keep a centralized database of compliance.
- Online Education sends out a VPAT to our vendors. (VPAT = Voluntary Product Accessibility Template). If a product is "mostly" accessible, we remove non-accessible features. Is this what you are asking about? - Jack

### 4. Updates

#### Enterprise Systems

- i. Banner Update- Standard updates
- ii. Website Go Live-January 13<sup>th</sup>.
  - 1. Bookmarks and links to Canvas-recommend checking these items.
- Operations and Support
  - i. Virtual server relocation 12/23- Phone and internet will be down on campus only.
- Security
  - i. Training- please look at the Vision Learning Resource Center and take some of that cybersecurity training.

### 5. Policies-will be reviewed in 2026.

- **AP 3775 Artificial Intelligence** Darren and Eric participate in the Ai workforce group and Eric would like to do a showcase of AI prompts. Jack mentioned that faculty requested a training or workshop on AI products. Eric would like to also include student perspective and what AI they are using.

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- AP 6365 Accessibility of Information Technology

### 2025-26 meeting dates:

\*No meetings in January and February

March 9

April 6

May 11

June 8