**AGENDA**
**Technology Planning Committee**

**Friday, November 9, 2018**
**10:00 – 11:00 A.M.**
**Building 10, Board Room**

**MEMBERSHIP**

☒ Jeff Enz- Administrative Representative (Chair)
☐ Dave Drury - Administrative Representative
☐ Jeff Cantwell – Chair of B.U.G/CMCA Rep.
☒ Mark Duva – Faculty Representative
☐ Ralph Marquez – Faculty Representative
☐ Xochitl Tirado – DE Coordinator

☒ Adriana Sano - CMCA Representative
☒ Dixie Krimm – Classified Representative
☒ Jessica Waddell – Classified Representative
☒ Hylda Arias – ASG Representative
☐ Steven Rosas – ASG Representative

Guest: Jeremy Wyatt, Christina Tafoya

Recording Secretary: Angie Gallo

I. **Welcome**

II. **Action Items**

   a. Approval of October 12, 2018 minutes
      Approved as amended.

   b. Approval of Information Technology Multi-Year Projection Estimations
      Maintain spreadsheet listing all tech items on campus, year purchased and life expectancy. Helps with fiscal needs and impacts. This is the base for Program Review requests for items which are unfunded to replace equipment as needed. This document provides evidence support for accreditation purposes.
      MSC Krimm/Sano approved as presented.

   c. 1st Reading – Information Protection Operational Procedure
      This documentation project started before summer and is not in regards to current security issue. This document is not a Board Policy or Administrative Procedure but it will reference BP's and AP's as needed. Review and bring recommendations back to next TPC meeting. Anticipate sending document forward to other committees in the spring semester. Information is important to I.T. and procedures and it will be a change in how things are done. It will be the foundation to create policies the district doesn't currently have in place. Procedures will help address and limit risks on data security as a whole. Need to limit exposure risk.

d. 1st reading – 508 Accessibility: BP 5145, AP 5145, AP 6365

Please review and will approve at next meeting – AP 6365 on hold (may keep existing AP wording). Procedures will be put into correct format to reflect a "new" policy or procedure.

## III. Discussion Items

a. *none*

## IV. Updates

a. Security Audit

CDW Scope of Work (SOW) has been signed by Dr. Garcia and audit has begun.

## V. ADJOURNMENT

**Meeting adjourned 11:10am.**