

TECHNOLOGY COMMITTEE

Minutes– March 2, 2026
2:10 PM – 4:00 PM

Co-Chairs:

Dave Richert
Adrienne Duarte

Members:

Jeremy Mallouf
Shane Baesemann
Ramyar Alavi-Moghaddam
Iris Flores
Arianna Kennedy
Jonna Schengel
Aaron Albright
Adriana Calendario
Dominic Garcia
Richie Guzman

Purpose

- Make recommendations to District Governance Senate on policies, planning and other matters related to technology
- Prepare and monitor implementation of the Technology Plan
- Prepare an annual progress report on the Technology Plan
- Develop instructional technology standards
- Monitor compliance with policies related to technology
- Coordinate practices as needed related to technology
- Serve as a forum for dialogue on ongoing technology projects

1. **Call to Order:** Monday, March 2, 2026; at 2:21PM
2. **Attendees:** Dave Richert, Adrienne Duarte, Aaron Albright, Jonna Schengel, Arianna Kennedy, Iris Flores, Delicia Adame.
3. **Comments:**
 - a. Items on the agenda: **None**
 - b. Items not on the agenda: **None**
4. **Action Items:**
 - a. Approval of Meeting Minutes:
 - i. The committee reviewed and approved the minutes from February 2, 2026. Adrienne Duarte moved to approve the minutes, and Ariana Kennedy seconded the motion. Motion carried.
5. **Information and Updates:**
 - a. **Base Budget Augmentation:**
 - i. Dave reported on the base budget augmentation, highlighting allocations for maintenance contracts, backup ISP fees, travel, computer refresh, and a request for an additional IT technician.
 - b. **Technology Services Project Update:**
 - i. **Completed:**
 1. The approved software list was finalized, detailing all institution-approved software and their contacts, which will be linked to AP 6360 for administrative procedures.
 - ii. **In Progress:**
 1. The BDMS upgrade is nearing completion, with the single sign-on (SSO) setup almost done; testing of storage integration will follow once SSO is ready.
 2. The Degree Works upgrade was postponed and is now scheduled to go live in April, pending final scheduling from the consultant.

3. Lauren Fishback is working with the vendor to develop the initial design components for the new website's home page.
4. Dave is coordinating with research staff to develop a data collection audit, sending questions to managers and deans to map data collection, storage, and usage, feeding into long-term data governance practices.

c. Future:

- i. Planned initiatives include migrating SSO to Microsoft Entra, updating two-factor authentication, rolling out Windows 11 for employees, improving user provisioning, and replacing the current HelpDesk System.

ii. Tech Plan 1st Read:

1. Dave introduced the revised Strategic Technology Plan for an initial review, highlighting updated key technology issues and trends, planning procedures, and providing a thorough overview of the plan's initiatives. Adrienne Duarte recommended clarifying that the tracking method for Initiative 8 is for student employment outcomes.

6. Action Items:

a. AP6360 2nd Read:

- i. Dave conducted the second reading of the revised AP 6360, explaining updates related to technology procurement, as well as the approval processes for software and hardware, and clarifying procedures. Adrienne made a motion to approve, with Jonna seconding; the motion passed.

7. Other

a. SARS:

- i. Dave will coordinate with Ron to determine the appropriate process for moving the SARS replacement proposal forward to District Governance Senate after documenting the issues and requirements. Adrienne will compile a list of current issues with SARS.

8. Adjourn: The meeting was adjourned at 3:16PM