*The Information Technology Committee serves as the central focal point to examine technology planning and operations at Taft College. The Committee provides a forum for input from all campus constituents and acts as a resource with regard to technology planning and operational effectiveness. The Committee receives input, recommends areas of interest, analyzes technology effectiveness, and makes recommendations regarding technology-related matters including training needs. The Committee leads the development of the Technology Master Plan and provides annual updates to the plan.*

**Members Present:** Gustavo Gonzalez, Heather Cash, David Reynolds, Abbas Jarrahian,
Dr. Xiaohong Li, Kyle Webster and Terri Smith

**Members Absent:** John Dodson, Jon Farmer, Rafael Andrade, Dr. Amar Abbott,
Tiffany Rowden, Dr. Leslie Minor, Allisa Tweedy, Dr. Damon Bell, and Mark Gibson
 **Guest:** Krystal Allikas **Student Representative:** Absent

**Facilitator:** Dr. Xiaohong Li **Recorder:** Brandy Young

**Review Minutes from November 17, 2023**The committee approved the minutes without changes.

**Add Components of Data Governance Committee to ITC – Discussion**Dr. Li gave an overview of the role of the Data Governance Committee (DGC). After a brief discussion it was decided, overall, by the committee, to not add the duties of the DGC to ITC.

**ITS Update**

1. Server Replacement Project (Fileserver and Lenel Server)
* The transition to the new servers went smoothly with limited assistance requested by the campus.
1. 2FA Implementation Plan
* The 2FA implementation will be rolled out in two phases. Implementation will begin with specific departments to identify potential issues. The 2FA will only be required for off-campus, remote work. Methods of authentication are still being developed; cell phone text code or UB-Key.
1. Banner 9 Implementation Update
* All departments on campus will be transitioned to Banner 9 by March 31st. Very specific training will be offered the first week of March. As of right now, employees don’t need to worry about functionality within Banner 9 SSB but have been asked to verify that everyone has been granted access to Banner 9 individually.

**Distance Education Update**

* Skill Up – The focus will be on modules in Canvas addressing accessibility.

**Next Meeting:**

The next meeting will be on February 23, 2024, at 10:10 a.m. in T-10.

**Respectfully Submitted by Brandy Young**