**Members Present:** Terri Smith, Mark Gibson, Gustavo Gonzalez, Dr. Amar Abbott,   
Dave Reynolds, Dr. Abbas Jarrahian, Brett Redd, Rafael Andrade, Heather Cash,   
Kyle Webster, and Dr. Xiaohong Li

**Members Absent:**   
John Dodson, Tiffany Rowden, Allisa Tweedy, and Jon Farmer  
 **Student Representative:** None **Facilitator:** Dr. Xiaohong Li **Recorder:** Brandy Young

**Review Minutes from January 17, 2025**Minutes approved with no changes.

**District-wide Copier/Printer Project**The copier/printer contract was awarded to American Business Machines. A change-order was submitted to add a specialized copier/printer to the Bookstore for their print shop. The goal to have all copiers and printers installed by the end of March 2025. Training on the new equipment will be provided.

**Student Standardized Email Project**All current and incoming Taft College students will be provided a standardized email using their A numbers. Students will be encouraged to use this email for all campus correspondence. All outgoing email to students will be sent using the new email system. Information on the email format will be published in the student handbook and throughout several other resources.

**Student Account Multi-Factor Authentication (2FA)**

Student 2FA will begin fall semester 2025. A push phone app (DUO) will be used. Information and training resources will be published on Canvas, the student handbook and highlighted in an orientation video.

**California Community Colleges Chancellor’s Office Projects**The Chancellor’s Office is facilitating the transfer of all internally hosted Banner systems to a cloud environment. Taft College will be in the 2027 cohort group for transition. After the transition, our Banner system will no longer be hosted on our internal servers.

**Wireless SSID TaftCollege-SCI**All wi-fi access from TaftCollege-SCI will be discontinued by fall 2025. All users should gain access from Staff or Student wi-fi using internally protected passwords.

**Updated Process – Connecting to TC VPN**The process of connecting the college VPN will be updated to allow for more security and less lockouts do to failed and unauthorized, login attempts. Training on the new log in process will be provided.

**Next Meeting: Friday, March 21, 2025, at 2:00 p.m. in the T-10 classroom.**

**Respectfully submitted by Brandy Young**