District Technology Committee
September 15, 2026

Minutes

VOTING MEMBERS' PRESENT: Samanta de Frutos Garcia, Henry Hua, Erika Almaraz, Daniel Berumen, Jose Sanchez, Samantha Simmons, Jennifer Carey, Hsu Thawtar, Treisa Cassens, Toni Nielson, Maria Aceituno, Garrett Reza, Carlos Ayon, Sonia de la Torre

NON-VOTING: Khaoi Mady

ABSENTEES: Tony Jake, Terry Cox, Morgan Beck, Andy Lin, Darnell Kemp,

GUESTS: Michael Ashton

CALL TO ORDER: The meeting was called to order at approximately 3:03 PM. Committee members and guests introduced themselves, including representatives from IT, faculty, administration, classified staff, students, and district services.

APPROVAL OF MINUTES: March 17, 2026 – Moved by Treisa Cassens, 2nd by Toni Nielson and approved by: Samanta de Frutos Garcia, Erika Almaraz, Jose Sanchez, Jennifer Carey, Treisa Cassens, Toni Nielson, Maria Aceituno, Garrett Reza with abstentions from Daniel Berumen, Hsu Thawtar, Carlos Ayon, Sonia de la Torre. Also, approval of May 19, 2026 – Moved by Treisa Cassens, 2nd by Toni Nielson and approved by: Samanta de Frutos Garcia, Erika Almaraz, Jose Sanchez, Treisa Cassens, Toni Nielson, Maria Aceituno, Garrett Reza, with abstentions from Daniel Berumen, Jennifer Carey, Hsu Thawtar, Carlos Ayon and Sonia de la Torre

PUBLIC COMMENTS: No public comments were made.

ANNOUNCEMENTS: No announcements were made.

BP3720 & AP3720: A workgroup completed a first draft review of Board Policy (BP) 3720 and Administrative Procedure AP3720. The goal is to modernize language that has not been updated in roughly 10 years. Members were asked to share the draft with their constituency groups for feedback. The committee decided to continue discussion at the October meeting rather than vote immediately. Khaoi Mady expressed appreciation to the drafting team that worked on the draft.

NOCCCD ACCESSIBILITY PLAN: Compliance with digital accessibility requirements is currently expected by April 2027, though there was discussion of a possible extension to 2028. Current compliance timeline and emphasized continuing accessibility efforts regardless of possible federal deadline extensions.

- The District is adopting the Accessibility Capability Maturity Model (ACMM).
- The California Community Colleges Technology Center will visit October 8-9, 2026.
- A district-wide accessibility training session will be held October 8, 2026, and will be open to employees and students. Assessments will be conducted on October 8, 2026, for District Services and NOCE and on October 9, 2026, for Cypress College and Fullerton College.
- The assessment is intended to provide recommendations and a roadmap, not conduct an audit.

Additional accessibility training and resources will follow the assessment.

- AI POLICY DRAFT WORKGROUP UPDATE: Khaoi Mady announced that Previous AI workgroup efforts have been consolidated under DTC. The group has collected existing AI

guidance documents from faculty, campus communications, cybersecurity, and other district sources. No formal policy draft exists yet. The workgroup will reconvene and develop districtwide guidance and policy recommendations. Interim AI guidelines may be released before a formal policy is completed.

- AI READINESS: Khaoi Mady announced the district is developing AI guardrails and acceptable-use guidance. Microsoft Copilot Enterprise is the preferred AI platform because it keeps district data protected within the Microsoft environment. Discussions are underway with a vendor to provide monitoring and protection of district data used with AI tools. Extensive discussion occurred around:
    - Data privacy
    - Student information security
    - AI use in instruction and Canvas
    - Chancellor's Office-approved AI tools such as Nectar
    - Appropriate AI governance and training

The district's approach is to support AI use while minimizing risk and protecting institutional data.

MEETING DATES: The committee approved meeting dates. Meetings will continue the third Tuesday of the month. All meetings will be held in Room 107; October's meeting location will temporarily change due to another event and will be held on the 10th floor.

MEMBERSHIP: The revised DTC membership structure was approved by DCC.

- Membership now includes representatives from:
    - Faculty Senates
    - Budget centers
    - IT managers
    - Distance Education coordinators
    - Students
    - CSEA
    - DMA
    - Confidential employees
    - Adjunct Faculty United
    - United Faculty
    - CSCA
    - VPSS and VPI representatives

AGENDA TEMPLATE: Khaoi Mady announced a standardized agenda item submission form will be implemented. The form mirrors processes used by DCC, CBF, and Board meetings. It will require information such as purpose, requested action, estimated time, and supporting narrative. The goal is to improve meeting efficiency and agenda management.

DISTRICT-WIDE TECHNOLOGY BUDGET: Khaoi Mady shared with the group The district technology budget is approximately $2.05 million.

- Budget categories include:
    - Critical infrastructure (Banner, AWS, Oracle, cybersecurity, cloud services)
    - Business solutions (25Live, Qualtrics, Dynamic Forms, OnBase, etc.)
    - Chargeback systems (Starfish/Navigate360, Element451, Cadence texting)
- The transparency in technology spending is to garner thoughtful spending in an effort to reduce costs.
- Future efforts will focus on:
    - Software standardization
    - Governance of technology purchases
    - Security and accessibility review of software acquisitions

Discussion also covered anticipated impacts from software taxation and opportunities to consolidate technology platforms.

MICROSOFT RETIRING SMS AND VOICE AUTHENTICATION FOR MFA:

The meeting adjourned at 5:01 p.m.

NEXT MEETING: October 20, 2026