

Santa Monica College Technology Planning Committee

Meeting Minutes

Date & Time: May 21, 2026 – 01:00 p.m. to 02:30 p.m.

Location: Information Technology & Media Center – Room M207 (2nd Floor)

Chairs: Calvin Madlock, Koda Kol

Members: Dan Rojas, Denise Henninger, Esau Tovar (Managers), Phillip Lantz (Faculty Association), Gary Huff, Koda Kol (Academic Senate), Ernesto Barba, Christine Miller, Yuriy Karpman, Carla Brown (Classified), Samantha Jauregui, Carolyn Jia (Student/s)

I. Call to Order

- a. Meeting called to order at 1:03pm

II. Approval of Minutes from 04/23/2026

- a. Minutes approved unanimously

III. Announcements (ISC, DE, Student (AS), Classified, Managers, other)

- a. Re-alignment of committee member
 - a. Calvin mentioned that Matt Larcin is not faculty and he will place under classified once verified by CSEA, but he attended as interested party.

IV. Reports

- a. Protect Zoom Meetings Report
 - a. Matthew Kiaman gave report on zoom meeting deletion process, which will take place July 1, 2026. All files older than 1 year will be deleted. For example, everything is recorded after Jul, 2025 will be deleted July 2026.

V. Old Business

- a. CCC State Chancellor's Office Initiatives
 - i Calvin stated that CVC is scheduled to be completed by Winter 2027, and hopefully there will be pilot testing for late start classes by November/December 2026
 - ii Calvin mentioned CCC Apply Reimagine and SMC are likely to roll out during Wave III. Esau gave comments on the importance and improvements to the new way to make the admissions process easier for students.
- b. Campus Information Security Update/s
 - i Update on Canvas Breach. Dan explained how threat actor gained access; however, no threat is imminent at this time, and Canvas/Instructure is still working on the exact data that was exposed from SMC
 - ii Dan mentioned that IT will be completing Tabletop exercises with the IT department and Senior Staff regarding disaster recovery. The tabletops will simulate a data breach and data center catastrophic, respectively.
- c. Technology Strategic Planning Update/s

- i Calvin mention that the Technology Master Plan will expire after the 2025/2026 fiscal year. Esau mentioned the IEPI grant that was used to fund the last Technology Master Plan engagement. There was much discussion on the makeup of the last planning committee, which primarily focused on members from the IT group and not throughout the campus. The committee suggested that Calvin takes this to senior staff to get a better approach prior to completing a new district wide plan and to consider more strategic in nature, with alignment with Education Master Plan and Facilities Master Plan.
- d. SMC Campus AI Workgroup Update
 - i Review Process for Policy Adoption at SMC
 - i. Calvin covered the process for Policy Adoption which is primary
 - 1. Draft the Plan by AI Workgroup, TPC Review Plan, Academic Senate and bargaining units, then DPAC, followed by Senior Staff and Board Approval
 - 2. The committee briefly mentioned BP 2515 concerning district policies.
 - ii Review AR 3775 Acceptable Use of Gen AI – Draft
 - i. Made a few minor changes, but not significant changes as we made sure accessibility and environmental factors were considered.
 - iii Review BP 3775 Acceptable Use of Gen AI – Draft
 - i. Completed rough draft of policy and utilized input from Gary Huff regarding more policy approach instead of risk-based approach. Calvin was planning on revising the policy and taking it to AI Workgroup for more consideration before bringing it back to TPC for completion.
- e. SMC Accessibility Compliance Update
 - i Denise gave an update on the Accessibility workgroup and reported that a mission statement was being drafted, along with key guiding principles.
 - ii There was much discussion regarding accessibility in preparation for the ACMM-Accessibility Capability Maturity Model Cohort start of February 2027.

VI. New Business

- a. Review Information Technology Priority Initiatives
 - i Calvin reported that this will be presented to Senior Staff, due to competing project priorities.
- b. Review/update SIS Steering Committee
 - i The committee suggested taking this to senior staff regarding who should be on this committee when seeking a new integrated student information system soon. There was much discussion on the new SIS system, however no funding has been allocated for this and there was some optimism regarding what system to recommend (Peopesoft, Banner, Workday, etc.)

VII. Future Business Items

- a. Software/Application Data Governance
- b. ACMM (Accessibility Capability Maturity Model)
- c. Review/update Annual Goals / Vision / Duties

VIII. Adjournment



Next scheduled meeting: 05/21/26

Dates for 25/26 academic year: 9/18/25, ~~10/09/25~~, 11/20/24, 12/04/2025, ~~12/11/25~~,
1/15/26, ~~2/19/26~~, ~~3/19/26~~, ~~4/16/26~~, 4/23/2026, 5/21/26, **6/4/26**