**Santa Monica College** Technology Planning Committee

Meeting Minutes

**Date & Time**: February 20, 2025 – 01:00 p.m. to 02:30 p.m.

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

**Chairs**: Calvin Madlock, (*Co-Chair – Faculty Member*)

**Members**: Dan Rojas, Denise Henninger, Esau Tovar (Managers), Phillip Lantz, George Davison (Faculty Association), Matt Larcin, Koda Kol (Academic Senate), Ernesto Barba, Christine Miller, Yuriy Karpman, Carla Brown (Classified), Irredui (Ike) Munguntsatsrait, Brenda Carrasco, (Student/s)

1. **Call to Order**
	1. 1:00 p.m.
2. **Approval of Minutes from 05/16/2024**
	1. **Approved**
3. **Announcements (ISC, DE, Student (AS), Classified, Managers, other)**
	1. **Introduction to** Irredui (Ike) Munguntsatsrait, Brenda Carrasco, (Student/s)
4. **Reports**
	1. Nomination/Selection of Co-Chair
		1. **Motion:** Nomination of Koda Kol (faculty) as co-chair of TPC
		2. **Approved**
5. **Old Business**

The California Community Colleges (CCC) system is implementing several strategic initiatives to improve student success, optimize operational efficiency, and enhance security measures. Key priorities include the adoption of Common Course Numbering to facilitate transferability, the California General Education Transfer Curriculum (CalGETC) to streamline academic pathways, the Fraud Prevention & Compliance Initiative to strengthen institutional safeguards, and the development of Common Cloud and Technology Platforms to support system-wide modernization.

* 1. Miguel Reyes, Manager IT Support, presented on expiring retention policy on Zoom, which will result in the automatic deletion of recordings. Effective October 1, 2025, all Zoom recordings created before July 31, 2024, including those within the Canvas SMC Zoom integration, will be deleted from user accounts. Deleted recordings will be moved to the Zoom “trash” folder for 30 days, then permanently deleted. This discussion prompted many discussions with TPC members; however Miguel and other technology staff were able to respond to any concerns:

As a result, any recordings that need to be saved must be downloaded and moved to another location. See attached article for more information. [Article - Automatic Deletion of Zoom ...](https://smc.teamdynamix.com/TDClient/259/ITPortal/KB/ArticleDet?ID=3757)

1. **New Business**
	1. Chief Director Calvin addressed the Common Technology Platform, proposing a strategic rebranding of any new Enterprise Resource Planning (ERP) system to align with a more integrated framework. He suggested adopting a name such as Integrated Business Management System (iBMS) and using Business Process Optimization (BPO) in place of Business Process Analysis (BPA) to better reflect modernization efforts. Further developments on these initiatives will be explored in upcoming meetings following the establishment of a SIS Steering Committee.
	2. Information System Security Briefing
		1. Dan provided and update on Lexus Nexus software SMC from the state chancellor’s office that is being implemented to lower fraud in application, admissions, and financial aid. Esau discussed how this type of fraud is impacting enrollment by deflating numbers with fake students, which is causing a financial impact to the college enrollment numbers. Dan also discussed migrating from Portal Guard to Microsoft (Entra) for Single Sign on, and Disaster Recovery Planning.
	3. Key Information Technology Initiatives
		1. Calvin, Chief Director, discussed major initiatives from Management Information Systems, such as Stellic (academic advising & student education planning), AIM (Assisted Information Management) system, and State Compliance initiatives mentioned above.
	4. [Information Technology Newsletter](https://admin.smc.edu/administration/information-technology/newsletter/index.php)
2. **Future Business Items**

Chief Director of IT, Cavin Madlock, discussed the importance of completing the following planning activities, but was postponed to a future meeting.

* 1. Setting Annual Goals / Vision / Duties
	2. Software/Application Data Governance
	3. Technology Infrastructure Currency
	4. Technology Strategic Planning Update/s
1. **Adjournment**
	1. **2:30pm**
	2. **Motion Approved**



 **Next scheduled meeting:** 04/17/25

Dates for 24/25 academic year: ~~9/19/24~~, ~~10/17/24~~, ~~11/21/24~~, **~~12/12/24~~**, ~~1/16/25~~, 2/20/25, ~~3/20/25~~, 4/17/25, 5/15/25, **6/5/25**