Technology Coordinating Committee (TCC) Regular Meeting Minutes
Friday, December 11, 2020, 9:00am - 10:30am
Prepared by: Chasity Whiteside

Attendance: 12 voting members, 1 non-voting, and 10 guests *(note: 8 members required to meet quorum). 23 total attendees.*

Chairs (3)	Classified Senate (3)	Student Senate (2)	Morgan Butler
☒ Bruce Griffin (DO CTO) (non-voting)	Christina Davis (CC)	☐ Stacy Harris (CC)	Noell Adams
☒ Christina Davis (CC Classified Supervisory)	☒ Rachel Ugale (DO)	☐ Anthony Simion (LPC)*	Wing Kam
☒ Bill Komanetsky (LPC Faculty)	☒ Scott Vigallon (LPC)	☐ Shatoparba Banerjee (LPC)*	Paulette Lino
Administration (4)	**Academic Senate (4)**	*shares one seat/vote*	
☒ Nathaniel Rice (CC)	☒ Jeff Drouin (CC)	**Guests:**	
☒ Stephen Gunderson (LPC)	☒ Lisa Ulibarri (CC)	Arnold Paguio	
Vacant (ITS)	☒ Ruth Hanna (LPC)	Chasity Whiteside	
Bruce Griffin (DO)	☒ Jeff Judd (LPC)	Eric Stricklen	
College IT Managers (2)	**Bargaining Units (2)**	Danita Troche	
☒ Sara Woods (CC)	☐ Debbie Fields (FA)	Erika Dishman	
Stephen Gunderson (LPC)	☒ Timothy Druley (SEIU)	Katherine Tollefsen	

Item	Information/Discussion	Action
	Meeting called to order @ 9:02 am	
1.	**Welcome and Quorum Check** *For information***:** Quorum met with 12 voting members in attendance.	
2.	**Approve Today's Agenda** *For action:* Agenda approved with no changes.	December 11, 2020 Agenda Approved
3.	**Approve November 20, 2020 Minutes** *For action:* Minutes approved with one correction to spelling of 'Modo Labs' and 1 abstention.	November 20, 2020 Minutes Approved

4.	**ITS News/Updates** *For discussion:* **a) Email Improvement – O365** There are a few moving parts right now. We're working through issues we've run into with the technical part of the upgrade regarding network configurations that are different between Chabot and LPC. We suspect these differences have been the root cause of Chabot's email issues. We are making progress in eliminating the configuration problems. LPC and District are both in good shape for the move to hybrid mode, but all three sites need to move together. Hybrid mode means that mail will live locally here on our servers, but will also reside in the cloud at the same time. We can run that way while we test the cloud setup. We will then flip the switch and start accessing mail through the cloud instead of locally on premises. The other moving part is when we actually do it as we want to be cautious of where we are in the term in order to not interrupt timely student/faculty communications and day to day operations. We will pick a time that works with the technical schedule, sometime after the first of the year, and will communicate that timeline out. It's been very difficult to hit the initial timeline because the system is overly complicated and has been a bit buggy. Those bugs have not only been difficult to maintain but have also caused problems with the upgrade itself. We're continuing to move through this project but it's been slow, especially for those of us working on it but we will get there. O365 is also trailing on a large part due to resources with the consultant. When we get this technical issue worked out, then the tenants can merge and we'll be able to start rolling forward.	
5.	**Guided Pathways – Updates & Reports** *For discussion:* **a) CC & LPC** **LPC** - No updates **CC -** Noell: Chabot is exploring various options for displaying program maps on the Chabot website and at this point they've narrowed down their focus to either using Program Mapper or DegreeWorks templates or possible a combination of both. A recommendation will most likely come sometime in Spring. Another area of focus is career exploration tools, so that will be coming forward as well. **b) CRM Recruit, CRM Advise, DegreeWorks** **Recruit**: We've been working on our upgrade which should be wrapping up shortly. We are now one version behind the latest as the latest version has known defects in it. We believe the technical part of this upgrade is largely finished or close to complete. **Advise**: We are still working with Ellucian around their cloud option, but that's a bit on hold as we get Recruit done. Bottom line is Ellucian wants to put Advise in the cloud and we need to carefully review the financial model to do so. **DegreeWorks**: The DegreeWorks upgrade and Advanced Reporting out of DegreeWorks are SCFF projects that were reported on in the last ESS committee meeting. For the DegreeWorks upgrade, the new version is live and available for student and counselor	

	use. The Advanced Reporting project is about half way completed. The second half needed to be completed after the upgrade. We're now working with consultant availability to continue this work.	
6.	**College Technology Committee News/Updates** *For information:* **a) CC & LPC** **CC**: Nathaniel – As a follow up from last time, we continue our work on Accreditation Standard IIIC. IST hosted a demo of Modo Labs Campus App, which received a lot of positive comments. They're looking forward to moving it to the next level, for approval and funding. Nathaniel can send a recording of the demo, just let him know if you'd like to see it. Approximate cost for Chabot is 30k annually and a 10k onboarding fee. Discounts would be provided for multiple schools. Q: Has anyone decided who will maintain the content in Campus App? A: Yes, it will require campus wide buy in where each area would be responsible for their own content. No decisions have been made, it's still exploratory at this point. **LPC:** Tim – Major things from their last meeting was the Zoom upgrade conversation and Tim is working on a draft for faculty profiles on the web.	
7.	**Good of the Order/ Future Agenda Items** *For information/discussion:* Scott requested updates on topics that were discussed in TCC: ConferZoom upgrade, Web Accessibility, and State Authorization. ConferZoom – Bruce spoke to a counterpart at SJCCD that plans to upgrade in late December. Our district would not be able to do this over the break plus we'll need to get in queue when we're ready. The technical aspect is straightforward but the issue is the amount of outreach and training that needs to happen to be able to understand how it works with the subaccount. This is not just for faculty but for all of staff members that use Zoom outside of Canvas as well. A couple items to note: you lose the attendance reporting although you are able to obtain reports through the web access. Previously recorded Zoom session links will change so if they are published they will need to be updated. With resources already tight, this would be an extremely heavy lift for all parties involved. Q: Is TCC making the final decision of yes or no on this upgrade? A: This committee, like all other committees, can only make recommendations which ultimately come down to another committee and/or the Chancellor's decision. We'll plan to have someone do a presentation to show pros/cons and then bring it back in a second meeting to vote on a formal recommendation. Web Accessibility Board Policy – Bruce noted that the board policies and procedures are being reviewed by Chancellor's Council as they are updated every so many years. There's a current policy, 5140, which should be coming up for review in the next few months. Bruce suggested attaching the web and software accessibility to that board policy and administrative procedures. This would be our next best opportunity which should come through in Spring.	Put ConferZoom on Jan29th Agenda to discuss pros/cons of upgrade

	State Authorization – This topic was placed on the DEMC agenda as a future agenda item but Scott says it has since dropped off. As mentioned before, TCC can make recommendations but cannot guarantee action is taken by others. Wing – is the student portal still on the roadmap? Bruce – yes, but we need to get the email improvement project finished first. Might see progress in late Spring at the earliest. Bruce made an announcement that Eric Stricklen is retiring after 39 years with District ITS. He noted how much of a pleasure it's been working with Eric and how everything you've done at the District from a computing standpoint Eric has had his hands on it one way or another. We obviously won't be able to find a replacement but we're going to try our best in his absence. Committee members showed their appreciation with thoughtful comments regarding working with Eric over the years. Meeting was adjourned in honor of Eric's years with CLPCCD.	
	Meeting adjourned @ 9:41am **Future Meeting Dates:** Jan 29, Mar 12, Apr 09, May 14 (2021)	