

Attendance:

Chairs (3)	Classified Senate (3)	Student Senate (2)
<input checked="" type="checkbox"/> Bruce Griffin (DO CTO) (non-voting)	Christina Davis (CC)	<input checked="" type="checkbox"/> Theresa Pedrosa (CC)
<input checked="" type="checkbox"/> Christina Davis (CC Classified Supervisory)	<input checked="" type="checkbox"/> Rachel Ugale (DO)	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Bill Komanetsky (LPC Faculty)	<input checked="" type="checkbox"/> Scott Vigallon (LPC)	Guests:
Administration (4)	Academic Senate (4)	Angela Castellanos
<input checked="" type="checkbox"/> Nathaniel Rice (CC)	<input type="checkbox"/> Jeff Drouin (CC)	Chasity Whiteside
<input checked="" type="checkbox"/> Stephen Gunderson (LPC)	<input checked="" type="checkbox"/> Lisa Ulibarri (CC)	Danita Troche
Vacant (ITS)	<input type="checkbox"/> Ruth Hanna (LPC)	Erika Dishman
Bruce Griffin (DO)	<input type="checkbox"/> Jeff Judd (LPC)	Kevin Kramer
College IT Managers (2)	Bargaining Units (2)	Theresa Fleischer Rowland
<input checked="" type="checkbox"/> Sara Woods (CC)	<input type="checkbox"/> Debbie Fields (FA)	Wing Kam
Stephen Gunderson (LPC)	<input type="checkbox"/> Timothy Druley (SEIU)	

Item	Information/Discussion	Action
	Meeting called to order @ 9:01 am	
1.	Welcome and Quorum Check <i>For information:</i> Quorum met	
2.	Approve Today's Agenda <i>For action:</i> Agenda approved with eight votes.	
3.	Approve November 19, 2021 Minutes <i>For action:</i> Minutes from October 8 meeting approved with no opposed but one abstention by Stephen Gunderson	

<p>4.</p>	<p>Vaccine Mandate Software Implementation <i>Information:</i></p> <ul style="list-style-type: none"> • Board of Trustees approved vaccine mandate on August 30, 2021 for all on-campus faculty, staff, students, & visitors • Requires collection of vaccine records from all on-campus students • Cleared4 identified as best software product for collection of vaccine records <ul style="list-style-type: none"> ○ Students upload vaccine card or QR Code ○ Vaccine status is verified, approved and then loaded into BANNER ○ After vaccination status is loaded into BANNER, if fully vaccinated or will be by class start date, the student can register for on-campus class(es) • If a student is not or will not be fully vaccinated by the on-campus start date, they will be blocked from registering for on-campus classes by BANNER, but they can still enroll in online classes • Students must upload vaccine cards/QR Code 5 days prior to their registration date 	
<p>5.</p>	<p>Review of ITS Total Cost of Ownership <i>Information:</i></p> <ul style="list-style-type: none"> • Total Cost of Ownership (TCO) is a model for funding IT within an organization • Focuses on what would grow with respect to bond program • The cost of equipment goes beyond paying the PO; there is a lifecycle to the equipment which creates ongoing costs • TCO was approved by the Board of Trustees in 2017 in conjunction with M&O TCO • IT Plan TCO findings <ul style="list-style-type: none"> ○ Significant growth between 2005 – 2016: 200% growth for Chabot; 275% growth for LPC ○ Growth from 2016 – 2020 also significant ○ Covers total cost of servers, network, desktop & laptop end point computing, phones, A/V and cost of front-line staff ○ Not included in TCO: software services, application support (i.e.: cost of running BANNER), supervisory or management staffing positions • 2005 Baseline: Total cost per year for servers \$2.3 million • Network growth for the District: 800% since 2005 • Desktop/Laptop growth between 2005 – 2016 <ul style="list-style-type: none"> ○ Chabot: 148% ○ LPC: 166% ○ District: 277% • 2016 Total Cost per year <ul style="list-style-type: none"> ○ Chabot: \$2.4MM ○ LPC: \$1.9MM ○ District: \$208k 	

	<p>Review of ITS Total Cost of Ownership <i>(cont'd)</i></p> <ul style="list-style-type: none"> • Staffing has not kept up with growth of IT infrastructure and servers. Current staff provides “best efforts” response for support & project rollouts • IT Staffing is on the radar of Planning and Budget Committee 	
6.	<p>District ITS News/Updates <i>Information:</i></p> <ul style="list-style-type: none"> a) Email Improvement: Barracuda servers talking directly to Cloud servers now which should improve junk mail being incorrectly reported b) District Wide Technology Strategic Plan: RFQ is complete and now we move forward to selection process 	
7.	<p>Guided Pathways <i>Information:</i></p> <ul style="list-style-type: none"> • LPC: no updates • Chabot: no updates • District: <ul style="list-style-type: none"> ○ CRM Recruit is now in production ○ CRM Advise: There was a very successful Flex Day presentation. The contract has been signed off and implementation will happen in early 2022 	
8.	<p>College Technology Updates <i>For information:</i></p> <ul style="list-style-type: none"> • LPC: Classrooms are being converted for Hyflex classes 	

	<p>College Technology Updates (<i>cont'd</i>)</p> <ul style="list-style-type: none"> • LPC (cont'd) <ul style="list-style-type: none"> ○ Phones: All outgoing calls must now include the area code, even calls made within the 925 area code ○ Spring 22 Covid page is live <ul style="list-style-type: none"> ▪ The page has information on vaccine exemptions ▪ The page also has an FAQ section ○ Steps for Success for students has gone live, will funnel students to new or returning pages as the steps for new and returning students are different. ○ Outreach has converted all Google forms into Microsoft 365 forms • Chabot: ChabotGo! is now live <ul style="list-style-type: none"> ○ Currently looking for content creators for messages (i.e.: Speaker Series, football, etc.) ○ Users can opt into messages ○ PUSH notifications for all users from FinAid and A&R ○ In the process of changing texting platform from Mongoose to Ocelot <ul style="list-style-type: none"> ▪ Ocelot will allow interface with Chatbot with text ○ Nathaniel Rice illustrated how ChabotGo! works 	
9.	<p>Good of the Order <i>For information:</i></p> <ul style="list-style-type: none"> • Nothing reported so Bruce Griffin dismissed meeting without a formal adjournment and wished all attendees a Happy Thanksgiving 	
10.	<p>Meeting adjourned @ 10:02 am Future Meeting Dates: December 10, 2021</p>	