

**Attendance: 10 voting members, 1 non-voting, and 10 guests, total of 21 total attendees. (note: 8 voting members required to meet quorum)**

<b>Chairs (3)</b>	<b>Classified Senate (3)</b>	<b>Student Senate (2)</b>
<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)	<b>Guests:</b>
<b>Administration (4)</b>	<b>Academic Senate (4)</b>	Ron Gerhard (Chancellor)
<input checked="" type="checkbox"/> Nathaniel Rice (CC)	<input checked="" type="checkbox"/> Miguel Colon (CC)	Theresa Fleischer Rowland (VC Ed Services)
<input checked="" type="checkbox"/> Stephen Gunderson (LPC)	<input checked="" type="checkbox"/> Lisa Ulibarri (CC)	Thomas Dowrie                      Alex Clark
Vacant (ITS)	<input checked="" type="checkbox"/> Carlos Moreno (LPC)	Cathy Gould                          Arthi Prasad
Bruce Griffin (DO)	<input checked="" type="checkbox"/> Jeff Judd (LPC)	ReVoyda Starling                      Nadiyah Taylor
<b>College IT Managers (2)</b>	<b>Bargaining Units (2)</b>	Ilona McGriff
<input checked="" type="checkbox"/> Sara Woods (CC)	<input type="checkbox"/> Debbie Fields (FA)	Jared Gochuico
Stephen Gunderson (LPC)	<input type="checkbox"/> Timothy Druley (SEIU)	Kristy Woods

<b>Item</b>	<b>Information/Discussion</b>	<b>Action</b>
	<b>Meeting called to order 9:01am</b>	
1.	<b>Welcome and Quorum Check</b> <i>For information: Met quorum with 10 voting members</i>	
2.	<b>Chancellor Gerhard to discuss IPBM Survey Results and IPBM Goals</b> Two areas identified as needing room for improvement: <ol style="list-style-type: none"> <li><b>1) Clear articulation of TCC's goals for the academic year</b></li> <li><b>2) Communication</b> <ol style="list-style-type: none"> <li><i>a. What the Technology Coordinating Committee is and what it's doing</i></li> <li><i>b. Improving how recommendations are disseminated amongst LPC and Chabot</i></li> </ol> </li> <li><b>3) Strengthening the collaboration between TCC and related committees at the college level.</b></li> </ol>	
3.	<b>Approve Today's Agenda</b> <i>For action: Bill Komanetsky moved to approve, Theresa Pedrosa seconded. There were zero nays and zero abstentions.</i>	Approved

4.	<p><b>Approve November 11, 2021</b>  <i>For action:</i> Christina Davis moved to approved, Theresa Pedrosa seconded. There were 7 yeas, 2 abstentions, and zero objections.</p>	Approved
5.	<p><b>Committee Organization (chair selection, review of charter)</b>  <i>For action:</i> Bill Komanetsky and Christina Davis retained tri-chairs  Vote to maintain current structure: 4 yeas, 0 nos</p> <p>Review of Charter: informational only; no changes from last year</p>	
6.	<p><b>Discuss Goals for the Upcoming Year</b>  <i>Information and discussion:</i></p> <ol style="list-style-type: none"> <li>1. CTO Griffin suggested an annual review of the metrics listed on charter and apply actual data to those metrics as Key Performance Indicators (KPIs) for the committee.</li> <li>2. Nathaniel Rice suggested reviewing ongoing projects and provide updates via standing agenda items.</li> <li>3. Scott Vigallon suggested adding the CVC/OEI Exchange to our goals and technology plan as well as a standing item. Christy Davis concurred.</li> <li>4. Lisa Ulibarri/Bill Komanetsky/VC Fleischer Rowland suggested a “Professional Development of New Technologies for Faculty”. We should leverage all resources (District and college) and it should address hardware, software, hy-flex classroom, “tools” like Flip-grid, Canvas, etc. with a shared timeline. Example: When a new technology is identified by the District and/or either campus, we would engage the Professional Development Committee with that.</li> </ol>	
7.	<p><b>College and District Technology Plans</b>  <i>Information and discussion:</i></p> <p>Each plan was linked to the college and District websites. And a synopsis of the plans was given by CTO Griffin.</p> <p>Bill Komanetsky suggested LPC’s goal was to reduce the requirement of students to purchase textbooks and if TCC addressed that it would help the committee’s overall equity plan. A discussion ensued regarding making accessibility, diversity, equity, and inclusion a more pronounced part of the Technology Plans, specifically to the Improve the Student Experience initiative.</p> <p>Initiatives one and five are primarily technology functions. Initiatives two, three, and four line up with the vice presidents at the college level. These initiatives are not meant to silo, but to highlight the areas under each vice president so they can shepherd the projects and/or provide input that we need as primary sources of knowledge in those functional areas.</p>	

	<p>Priorities on the plans were mapped to a specific and sometimes multiple priorities to illustrate our technology plan relates to the overall plan for the colleges and the District.</p> <p>Miguel Colon brought up the point that implementation has always been an issue and how do we utilize outside resources to implements these plans in a timelier manner. CTO Griffin agreed and suggested project discipline, and specific budgets for these projects will help with bringing in outside resources sooner.</p> <p>Changes suggested will go to Chancellor’s Council before going to the board for approval of plans.</p> <p>Lisa Ulibarri brought up staffing concerns which CTO Griffin informed her the District plan has a rebenching of total cost ownership that will address staffing issues.</p>	
8.	<p><b>District ITS News/Updates</b> <i>For information:</i></p> <ul style="list-style-type: none"> <li>a. <b>Hi-Flex Update:</b> LPC has approximately 45 hi-flex classrooms. Equipment shortages and Crestron integrations caused the bulk of the delay in setting up the hi-flex rooms. LPC ITS have been working with vendors to identify different technology from Crestron and mock ups should be ready to test by the end of September. With Bill Komanetsky’s input, will be able to identify what does and does not work with the hi-flex mock-up so the finished product will be successful. To do that, Bill Komanetsky will move one of his classes to the mock-up room to help work out any bugs the room and equipment may have along with doing body cam demos for faculty at both campuses. HP no longer has an equipment shortage so they are the vendor of choice and Stephen Gunderson is working with them to utilize their available stock. Once a fully-integrated classroom is operational, folks from around the district will be invited to view how it works and get feedback on how to refine it.</li> </ul> <p>Owl will continue to be used in Spring 23. Due to lack of availability of Creston equipment, Stephen Gunderson will be meeting with Creston to make sure the selected equipment will be available and not be end of life when it is available.</p> <ul style="list-style-type: none"> <li>b. <b>Project Management:</b> The District has contracted a project manager with 20 years with Banner experience who will coordinate resources from Ellucian and District ITS to focus specifically on Banner projects, including CRM Advise and Recruit pieces and Ellucian Experience portal which will require coordinating content and functionality. He will also work on merging our two instances of Degree Works into one instance which will allow us to integrate Degree Works information into multiple systems.</li> <li>c. <b>State Cyber Security Funding:</b> The approved state budget includes one-time funding of \$180,000 as well as ~\$380,000 a year to help support our cyber security efforts with the requirement that we provide an inventory of all of our systems as well as required us to license the Microsoft A5 Security Suite which they provided free through the Microsoft Campus agreement. It is unclear if we have to fully implement that license even if it is redundant to systems we already have in place, or if we can select the tools within the suite that suits our needs. We also were required a 130-question security questionnaire. All requirements have been met and submitted and we anticipate receiving the funds in February 2023.</li> </ul>	

	<p><b>District ITS News/Updates (cont'd)</b>  <i>For information:</i></p> <p><b>d. Zoom Migration:</b> We are migrated and trying to Tech Connect to remove a vanity URL that needs changing. We can add apps to Zoom but need to learn how and which apps to add which is among the goals listed with Tech Connect.</p>	
9.	<p><b>Guided Pathways News/Updates</b>  <i>For information:</i></p> <p><b>a. Chabot College &amp; Las Positas College:</b> Bill Komanetsky asked is we need this item on the agenda. The ensuing discussion resulted in keeping the item on the agenda until Nadiyah Taylor asks the LPC Guided Pathways Committee about their thoughts on the matter and report back to TCC.</p> <p><b>b. District, CRM Recruit, CRM Advise, &amp; Degree Works:</b></p> <p><b>CRM Advise:</b> Due to a known defect affecting our ability to move our data to the Advise Cloud, a workaround was provided that will allow us upload in test cloud. A few technical issues still need to be resolved before we can move our data from production into their pre-prod cloud and they will migrate it over to prod. At that point, Cloud and CRM Advise will be technically up and running on a production level. Training classes are currently being coordinated.</p> <p><b>Degree Works:</b> We are getting a scope for the merger of the two instances so that information from multiple systems.</p>	
10.	<p><b>College Technology Committees News/Updates</b>  <b>a. Las Positas College &amp; Chabot College:</b> Committees have not yet met this semester.</p>	
11.	<p><b>Good of the Order</b></p> <p>The Committee agreed the December meeting will be held on December 9 based on when classes end and finals week begin.</p>	
	<p><b>Meeting Adjourned at 10:31am without a vote.</b>  <b>Future Meetings: Oct 14, Nov 18, Dec 9</b></p>	