Technology Coordinating Committee (TCC) Regular Meeting Minutes
Friday, December 13, 9:00am - 10:30am
Prepared by: Ann-Marie Fisher

Attendance: 11 voting members, 1 non-voting, and 9 guests, total of 21 attendees. *(note: 8 voting members required to meet quorum)*

Chairs (3)	Classified Senate (3)	Student Senate (2)
☒ Bruce Griffin (DO CTO) (non-voting)	☐ Christina Davis (CC)	☐ Theresa Pedrosa (CC)
☒ Christina Davis (CC Classified Supervisory)	☒ Cathy Gould (DO)	☐ Heba Munad (LPC)
☒ Jeff Judd (LPC Faculty)	☒ Kat King (LPC)	**Guests:**
Administration (4)	**Academic Senate (4)**	Ann-Marie Fisher Kristen Whittaker
☒ Jonah Nicholas (DO)	☒ Mona Abdoun (CC)	David Reed
☒ Sara Woods (ITS)	☒ Lisa Ulibarri (CC)	
☒ Nathaniel Rice (CC)	☒ Carlos Moreno (LPC)	
☒ Stephen Gunderson (LPC)	☐ Jeff Judd (LPC)	
College IT Managers (2)	**Bargaining Units (2)**	
☐ TBD (CC)	☒ Debbie Fields (FA)	
☐ TBD (LPC)	☒ Timothy Druley (SEIU)	

Item	Information/Discussion	Action
	Meeting called to order @ 9:00am	
1.	**Welcome and Quorum Check** *For information*: Quorum met at 9:01am	

2.	**Approve Today's Agenda** *(action item)*
	     VC Jonah Nicholas moved to approve
	     Cathy Gould seconded
	     Agenda unanimously approved
		Approved

3.	**Approve November 8, 2024 Minutes** *(action item)*
	     Kat King moved to approved
	     Jeff Judd seconded
	     Stephen Gunderson abstained
	     Minutes approved with 6 yeas/ 0 no/ 1 abstentions
		Approved

4.	**SSB9/MyPortal Updates** *For information*	
	Kristen Whittaker, manager of Apps Services provided the update to the committee. Thanks to the hard work of Chasity Whiteside, Cathy Gould, and Janet Malski, the new MyPortal card Finance SSB9 went live on December 9 for those who handle budgets, journal entries, and process/monitor requisitions and POs. There were some issues with the card which have been reported to Ellucian, but the rollout itself to end users was smooth. On December 30 the Finance SSB9 card will replace the old Class Web finance page on December 30.	
	This is the first step in replacing all of Class Web with the new look and much better interface. Kristen expressed thanks to Business Services for testing this card. Rosalie Roque's annual budget training will focus on SSB9.	
	Additional modules coming down the pipe are HR, Financial Aid, and Students along with, in Spring 2025, a module called "General" which is the catch all and that will change the way you log into the application and employees will be able to see information they typically look for such as their more recent pay stub and leave balances.	
	CTO Griffin also informed the committee that ITS is in the process of moving the last applications from the old IBM servers to the new Oracle environment that will include moving the library apps to a Single-Sign On (SSO)for students and also working with those departments to get that set up as well as creating communication for students to inform them how to access the library, databases, and other things as we continue to put things under SSO.	
5.	**District ITS News/Updates** *Information:*	
	CTO Griffin provided updates for all of the below listed items.	
	a. Accessibility Taskforce (Workgroup) Thanks to all who attended the first meeting. The taskforce is almost done developing the team site which will allow members to work independently of meetings. Tim Druley, who attended the first meeting added that the group discussed what problems the colleges needed to address regarding accessibility and hoped it would lead to both colleges developing a more uniform way with which to address accessibility issues but that goal was yet to be determined as each college has different pain points in the accessibility process. For example, Chabot has a higher rate of accessibility issues regarding pdfs than LPC does. The taskforce meeting also revealed there will be a need for training regarding accessibility but it is yet to be determined what training will be needed, how it will look like, and who will be responsible for the training. **b. WICC (Winter Intersession Compressed Calendar)** ITS is currently working on resourcing for this as far as what it will take to make this happen and what projects will be set aside to make WICC happen. Surprisingly, the Compressed Calendar will be less resource intensive the winter intersession.	

District ITS News/Updates (cont'd)

WICC (Winter Intersession Compressed Calendar) cont'd

One of the first steps is creating a specific test instance of the Banner environment so we can build this outside of other activities that we need to do just for the course of business, testing financial aid packages and doing anything related to updates from the State for payroll.

ITS keeps some small testing instances open for various projects but due to changes that have to happen, we need a separate testing instance for WICC. ITS is working with Ellucian and another vendor to make that happen and get the help we need.

Going forward, this will be a standing agenda item so that we can notify the constituent groups of the steps being taken for this particular project and any impacts it has on other projects or activities that we may have.

c. **Common Course Numbering**

Ellucian, who makes Banner, has a 4-digit course number but the State chose a 5-digit number which creates a problem for all Banner schools and anywhere in the student module such as Degree Works and other third-party systems. Ellucian has notified us that they won't make the State's deadline so the State has given us a workaround they believe meets the legislative requirement that doesn't involve Banner but how we display the courses in other non-banner areas. The State has given us another term to complete this transition.

Another component on course numbering we need to have the SSB9 upgrade for student and registration cards in place in order to take advantage of the new code from Ellucian.

d. **Upcoming Projects in the Pipeline**

Please see the attached list of 100 projects ITS Apps Services are currently working on which include:
WICC
SSB9
Common Course Numbering
CVC – OEI

Project List to TCC 02
07 2025.pdf

10.	**College Technology Committees News/Updates**
	Information
	    a. **Chabot College:**
	       Chabot Instructions Services & Technology December 10, 2024 Meeting minutes
	
	       College Technology Committees News/Updates (cont'd)
	
	       📄 PDF
	       Dec 10, 2024 IST
	       Minutes.pdf
	
	    b. **Las Positas College**
	       Tim Druley informed the committee that the LPC College Technology Group did not meet quorum in their last meeting so there isn't an update.	

11.	**Good of the Order** *Discussion:* Cathy Gould informed the committee that during this meeting, Chancellor Gerhard sent a message regarding the Compressed Calendar. The calendar will not be compressed until the 2026 – 2027 academic year but there will be a Winter Intersession December 2025 – January 2026. See attached. 📄 PDF 2024_1213 CLPCCD Compressed Calendar CTO Griffin mentioned a future topic will be added to the TCC agenda. Fraud and Fraudulent Enrollments which will address steps being taken by ITS to mitigate these issues. The bad guys continue to change their approach in response to our security and safeguards including signing up for in-person classes. Fraud and fraudulent enrollments is not specific to CLPCCD but is a statewide issue and the State is making fraudulent enrollments a key part to CCCApply that is out for RFP for development to eliminate or reduce fraud. Cathy Gould also reminded us all that WICC is not a trivial amount of work for many departments, including IT so we need to work together and have some grace for each other with all of these other projects.	
	Cathy Gould moved to adjourn **Stephen Gunderson seconded** **Meeting adjourned at 9:28 a.m.** **Future Spring 2025 Meetings: Feb 7, March 14, April TBD, May 9**	