



**Peralta Community College District
District Technology Committee Minutes**

October 4, 2019

11:30 am – 1:30 pm

District Board Room

Minh Lam, VC of Information Technology

Kelly Pernell, Faculty IT Rep

COUNCIL MEMBERSHIP

Antoine Mehouelley <i>Director of Network Services (District)</i>	Silvia Cortez <i>A&R (District)</i>
Balamurali Sampathraj <i>College of Alameda IT Rep (COA)</i>	Rupinder Bhatia <i>Director of College IT Services (Laney)</i>
Mark Swiencicki <i>PFT Rep (COA)</i>	Tim Hackett <i>Faculty IT Rep (Merritt)</i>
Kelle Lynch McMahon <i>Distance Ed Committee Rep (District)</i>	Vincent Koo <i>Berkeley City College IT Rep (BCC)</i>
Patricia Rom <i>IT Rep (Merritt)</i>	Dora Violeta de Leon <i>Note-taker NON-VOTING MEMBER (District)</i>

Total Number of Members: 11

Amount Needed for Quorum: 6

In attendance:

- | | |
|--------------------------|-------------------------------------------------------------------------|
| 1. Minh Lam | 7. Vincent Koo |
| 2. Kelly Pernell | Violeta de Leon – <i>Note-taker NON-VOTING MEMBER (District)</i> |
| 3. Antoine Mehouelley | |
| 4. Balamurali Sampathraj | |
| 5. Tim Hackett | |
| 6. Silvia Cortez | |

Absent:

1. Mark Swiencicki
2. Kelle Lynch McMahon
3. Patricia Rom
4. Rupinder Bhatia

Guests: **Mark Johnson, PIO (District)**

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
A. Call to Order			<i>11:40 am</i>	A quorum was recognized	
B. Adoption of the Agenda			The draft agenda was adopted, as presented.	Motion 1 by Sampathraj, 2 nd by Mehoulley Abstain 2 Motion passed	Agenda will be posted on the PBIM website
	Mark Johnson, PIO		Marketing and Communication Peralta.edu website did a maintenance project completed earlier this week. Hosted by InMotion. Launched in its current version in 2004, maintained on the same server box since then. No longer wants to support that aging tech. Working with Mehoulley and IT team and Srujana Tumu in DE – had a collaborative group – moving to a modern server would	Johnson to provide periodic reports as they arise	Johnson to follow-up: Urgent District needs to update the website. Lost a WordPress Mobile plugin. The website is not ADA compliant. It is important to create a guiding

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			<p>not break the existing site. Moving to a new server would move to an upgraded WordPress version. In the process of installing Google Analytics to track how users are interacting with the site.</p> <p>The downside of this still has a 15-year old website that is extremely outdated for the Internet. It's not mobile-friendly, students use it almost exclusively on their mobile devices. Hoping to launch a new website in 2020.</p> <p>Speaking with 4 colleges presidents, don't need that a committee. Marketing should be able to provide web services.</p>		(advisory) committee that includes students.
C. Approval of Minutes			<p>The draft September 13, 2019 minutes were reviewed, as amended.</p> <p>Page 5, 6, 13 = Correct typos</p> <p>Page 9 = Confirm Membership:</p> <p><i>Outcome: DTC's recommendation moves to Follow Up on Action Items</i></p>	<p>Motion 1 by Sampathraj, 2nd by Mehoulley</p> <p>Abstain 2</p> <p>Motion passed</p>	
D. Public Comment			No public comments		

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E. Committee/Council Reports (2 minutes each)			<p>Berkeley City College -Security Camera Project</p>		Waiting for approval by the Board
			<p>-Participated in the College Technology Committee Meeting and discussed the College Technology Plan, which needs to be updated and related to the Technology Master Plan. -The college president reported from the local Tech Committee meeting on our Tech plan: Wi-fi access across all areas and network upgrades, laboratory refresh, smart rooms development and maintenance.</p>		
			<p>College of Alameda -College Technology Committee in compliance with Facilities discussed standardized computers and furniture -Diesel Mech Building, which has power problems, had an appointment on October 5th, 2019 to be repaired. However, it got canceled because there was an issue with a legal agreement/contract.</p>		

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			<p>Laney College No report</p>		
			<p>College of Merritt -There are 3-4 Information of Technology (IT) rooms that need air conditioning upgrades</p>		
			<p>-Is IT part of the Annual Program Updates (APU)? Include the following on the Technology Plan: -How to service the local IT departments, so their APU request is heard and considered in the prioritization. -Included the standard IT budget. To consider that APU due date is approximately at the end of November</p>		
			<p>-There is a new member that requests for smart classroom training. Unfortunately, Merritt only has 2 IT people. -Establish a process for how faculty and IT are going to work</p>		<p>DTC will discuss next meeting</p>

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			together when requesting technology.		
			Distance Education No report		
II. Carried-Over and New Items					
A. Information Security & Accessibility Workshop on January 13 & 12, 2020. B. Incident Response Simulation Workshop on October 30, 2019	In concert with college Technology Planning Committees, create a comprehensive technology plan	Strengthen Accountability, Innovation, and Collaboration	Informational/Training		DTC recommends sending 1 – 2 representatives from Risk Manager, PIO or coordinator to attend the workshops. Mark Johnson will take action.
Canvas Access (Communication/Protocol)		Advance Student Access, Equity, and Success	The protocol will provide a different access point. Link to directly to Canvas not through Peralta exclusively.		
IT Services Update		Strengthen Accountability, Innovation, and Collaboration	-Outdated operational procedures -Alignment of security access levels for staff and faculty -Utilizing Microsoft Team application to priorities projects and work efforts		More information about Cisco

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			-Updating out-of-date operation procedures -Finalizing efforts in deploying Cisco's VPN (Virtual Private Network) AnyConnect software. Eliminate prior VPN software solution to reduce future cost		
PeopleSoft Update		Strengthen Accountability, Innovation, and Collaboration	If we didn't upgrade, we couldn't conduct business – not true. If the upgrade is approved this year \$150k licensee fee will be alleviated. Initial upgrade effort will be to migrate the existing infrastructure to Oracle (Microsoft Cloud without disaster recovery ~\$550k; Oracle Cloud with disaster recovery ~\$260k) The optional support component is included in this upgrade effort to compensate for resources constraint.		
III. Adjournment			1:40 pm		
IV. Next meeting			November 1, 2019		