



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

***February 5, 2021
10:30 a.m. – 12:00 p.m.
Via Microsoft Team***

***Matthew Goldstein, Chair President of Senate COA
Antoine Mehouelley, Chair Director of Network Services***

COUNCIL MEMBERSHIP

Balamurali Sampathraj <i>College of Alameda IT Rep (COA)</i>	Rupinder Bhatia <i>Director of College IT Services (Laney)</i>
Nathan Pellegrin <i>Director of Research and Planning (Merritt)</i>	Mark Swiencicki <i>PFT Rep</i>
Didem Ekici <i>Distance Ed Rep (District)</i>	Vincent Koo <i>Berkeley City College IT Rep (BCC)</i>
Patricia Rom <i>IT Rep (Merritt)</i>	Natalia Fedorova <i>PCS Rep</i>
Silvia Cortez <i>Classified SEIU 1021 Rep (District)</i>	Violeta de Leon <i>Note-taker NON-VOTING MEMBER (District)</i>
Adil Ahmed <i>Finance Rep (District)</i>	

Total Number of Members: 12

Amount Needed for Quorum: 7

In attendance:

1. Matthew Goldstein
2. Antoine Mehouelley
3. Rupinder Bhatia
4. Patricia Rom
5. Natalia Fedorova
6. Didem Ekici
7. Nathan Pellegrin
8. Vincent Koo
9. Balamurali Sampathraj
10. Silvia Cortez
11. Mark Swiencicki

Violeta de Leon – Note-taker **NON-VOTING MEMBER** (District)

Absent: Adil Ahmed

Guest: Steven Chan and Sriram Battineni

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
A. Call to Order			10:30 a.m.	A quorum was recognized	
B. Adoption of the Agenda			The agenda was adopted as presented	Motion 1 st by Swiencicki, 2 nd . by Cortez Motion passed unanimously	Approved agenda will be posted on the PBIM website
C. Approval of Minutes			The minutes for December 11, 2020 were reviewed.	Motion 1 st by Swiencicki 2 nd by Ekici Motion passed unanimously	Approved minutes will be posted on the PBIM website
D. Public Comment			Gabriel Martinez comments that he participated in a PeopleSoft 9.2 testing session for Counselors that Silvia Cortez organized on 2/2. It went very smooth, was well organized and very clear for all who participated (which included representation from all 4 campuses). Martinez wanted to recognize her for all her hard work on that large project and say that they are fortunate to have her on their team.		

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I. Standing Items					
E. Committee/Council Reports (2 minutes each)			Berkeley City College Koo reports: <ul style="list-style-type: none"> • BCC Technology Committee met on Thursday, 2/4/2021, to review, revise, and comment on APU (Annual Program Updates) requests from Instruction and Student Services departments. Updated information will be provided to IPAR (Integrated Planning & Allocation Resources) committee. • BCC IT continues to check out laptops to faculty and staff. • BCC Library continues to check out Chromebooks and Wi-Fi hotspots to students. • BCC AV continues to support Multimedia Arts Department (MMART) to provide video and photography equipment to students. • BCC AV will support MMART to provide VR headsets and electronic drawing tablets to students. BCC IT has been assisting on purchasing and receiving efforts. 		

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I. Standing Items					
			College of Alameda Sampathraj no reports:		
			Laney College Bhatia reports: <ul style="list-style-type: none"> Finished enrolling our lab iPads into MS Intune. This will save us money as we will not need Jamf program anymore. Preparing student training videos for the PeopleSoft roll-out. We are preparing for the upcoming Accreditation visit next month-cleaning up our websites etc. Laney went live with new student Orientation. This is compatible with all modern browsers and mobile devices. 		

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I. Standing Items					
			Merritt College <ul style="list-style-type: none"> • IT met this week about the new Landscape Horticulture bldg. and swing space. The swing space in portable buildings will make it difficult to pull fiber to for Internet, phones, etc. The network meeting will be scheduled this month. • Remodeling of R109 is in progress for the Veterans Program, however contractors removed power and data causing major problems for maintenance engineers and IT staff. • IT removed all furniture, equipment, and network devices from the former Fruitvale Center rental space at the Unity Council Bldg. They are searching for a new location for next fall semester. • IT are processing new laptops and desktops for faculty and staff, and iPads for Child Development students. • Several power outages have caused problems on campus including the failure of an AT&T unit that caused the Internet to be offline for over a day. 		

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
			<ul style="list-style-type: none"> • A new eSARS section is being added for Career Education Counselors separate from General Counseling. • IT lost 2 amazing former faculty members last month: Bill Love and Anita Black. We will miss them very much • Work on the Merritt Technology Plan is in progress. 		
			Distance Education Ekici reports: <ul style="list-style-type: none"> • All four Peralta colleges joined this CVC-OEI consortium in December and like other 65 colleges in the consortium, we will get more support to increase quality in online classes through professional development opportunities, faculty preparation and so on. • CVC Student exchange is one of the requirements of being a member of this consortium, and it enables all students in California Community colleges to take classes from another member college. We're 		

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I. Standing Items					
			<p>waiting for the e-transcript set up by college IT departments, and so far, only Merritt college IT has had it set up. I would be happy to have a short meeting with the IT leads if any questions about the e-transcript come up.</p> <ul style="list-style-type: none"> • We couldn't combine classes in the fall semester because of FERPA concerns. So, I worked with Saurav Pudasaini from IT department to put an agreement on the help desk ticket page, informing faculty about what they need to do, not to violate FERPA in combined sections. So, we could combine sections without any problems this semester. 		
I. Carried-Over and New Items					
Institutional Research			<p>Steve Chan made a presentation regarding Institutional Research Update.</p> <p>This is the agenda for the presentation:</p> <ul style="list-style-type: none"> • Org. Chart • Functions and Responsibilities • Technology <ul style="list-style-type: none"> - Oracle BI Tool 		

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
			<ul style="list-style-type: none"> - Microsoft Power BI • Current Projects <p>You may find it attached to these minutes</p>		
Technology Master Plan			<p>Mehouelley informed:</p> <ul style="list-style-type: none"> • Met with the Presidents of each Colleges to discuss and received the final input of the Technology Master Plan (TMP). The Collaborative Brain Trust (CBT) has received three colleges' feedback. Waiting for Merritt college's feedback for this coming week. We will present the TMP to a special session of the board soon. 		
PeopleSoft Updates	In concert with college Technology Planning Committees, create a comprehensive technology plan	Strengthen Accountability, Innovation, and Collaboration	<p>Mehouelley informed:</p> <ul style="list-style-type: none"> • Finalized the User Acceptance Testing (UAT) this week. Oracle Team and IT colleagues have been working hard to fix any issue presented to make sure everything is working well. • Starting on Wednesday, February 10th at 10:00 p.m. PeopleSoft system will be down. It will be back on Monday, February 15 at 5:00 		

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
			<p>p.m. On Tuesday, February 16 at 6:00 a.m. the new system will be working. If you need any help you can write the PeopleSoft Support team at pssupport@peralta.edu.</p> <ul style="list-style-type: none"> • The new PeopleSoft 9.2 functionality is the same as PeopleSoft 9.0. Therefore, employees will not need training. There will be a demo. • Mehoulley thanked all his colleagues that were involved in the new PeopleSoft System. There were meetings from 7:00 am. to 1:00 p.m. every day to resolve any issues. <p>Mark Johnson mentioned that he has sent multiple communications regarding the new PeopleSoft system to Faculty, students and employees so everybody is aware for the new system.</p>		
IT Services updates			<p>Mehoulley informed regarding new projects:</p> <ul style="list-style-type: none"> • Onboarding and training the new Peralta security cameras. • Change from #9 to #8 to dial outside line. When we come back to the site, we will find a sticker on the phone saying 		

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I. Standing Items					
			<p>that the new access number will be #8.</p> <ul style="list-style-type: none"> • Setting up the COA call center on Zoom: Each college will have a similar project. • Ezproxy: IT is working with the Library to configure the Ezproxy for the 4 colleges. It is a single sign on using with the librarian for the student to be able to check out books, etc. • Blue phones: IT is working with new blue phones. The phones will use wireless technology. • Student Journey Mapping: IT is working on this upcoming project. • Students Payment: Working with the Interim Chancellor on a new vendor payment system. We found some issues with the current vendor. 		
II. Adjournment			12:00 p.m.		
III. Next meeting			March 5, 2021		



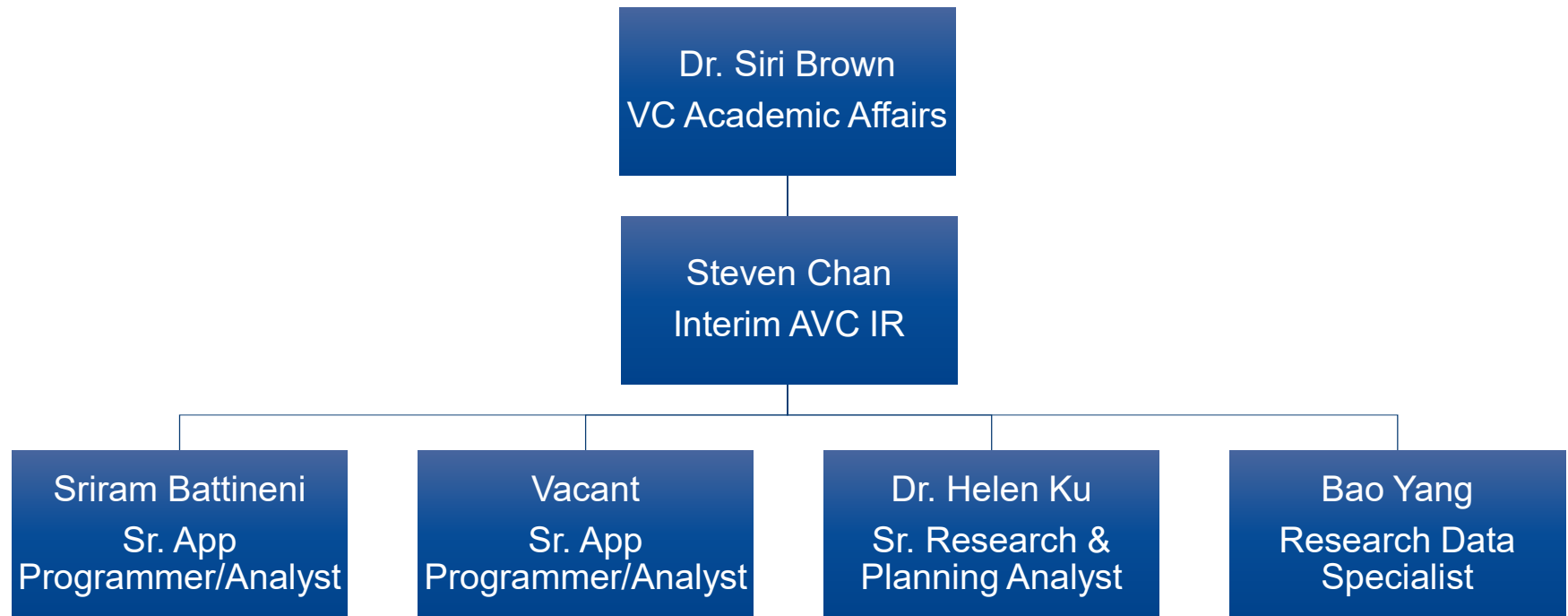
Peralta Community College District Office of Institutional Research

Presentation By Steven Chan

2/5/2021



PCCD IR Org Chart





PCCD IR Website

Peralta Colleges | [Apply & Enroll](#) | [Site Index](#) | [Directory](#) | [MyPeralta](#) | [Home](#)

Institutional Research

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Institutional Research Home

The Peralta Office of Institutional Research is responsible for the analysis and delivery of data for planning and reporting purposes. In the course of these activities, Institutional Research generates reports and statistical analyses that inform management, faculty, staff, government agencies, and the general public, about Peralta's academic programs, students, personnel, and services.

The office serves as the District liaison to the colleges and government agencies involved in issues of compliance, educational research and institutional reporting.

[Quick Facts](#)[Data Dashboards](#)[Power BI](#)



Functions and Responsibility

- Responsible for the analysis and delivery of data for planning and reporting purposes.
- Generates reports and statistical analyses that inform management, faculty, staff, government agencies, and the general public, about Peralta's academic programs, students, personnel, and services.
- Develop and manage Data Warehouse for research and reporting purposes.
- Develop various internal and public dashboards and reports.
- Support and collaborate with campus researchers for various initiatives, grants and projects.
- Submit compliance reports to government agencies
 - Apportionment Attendance Report (CCFS-320) to the State's Chancellor Office
 - Management Information System (MIS) Report to the State's Chancellor Office
 - Integrated Postsecondary Education Data System (IPEDS) to U.S. Dept. of Education

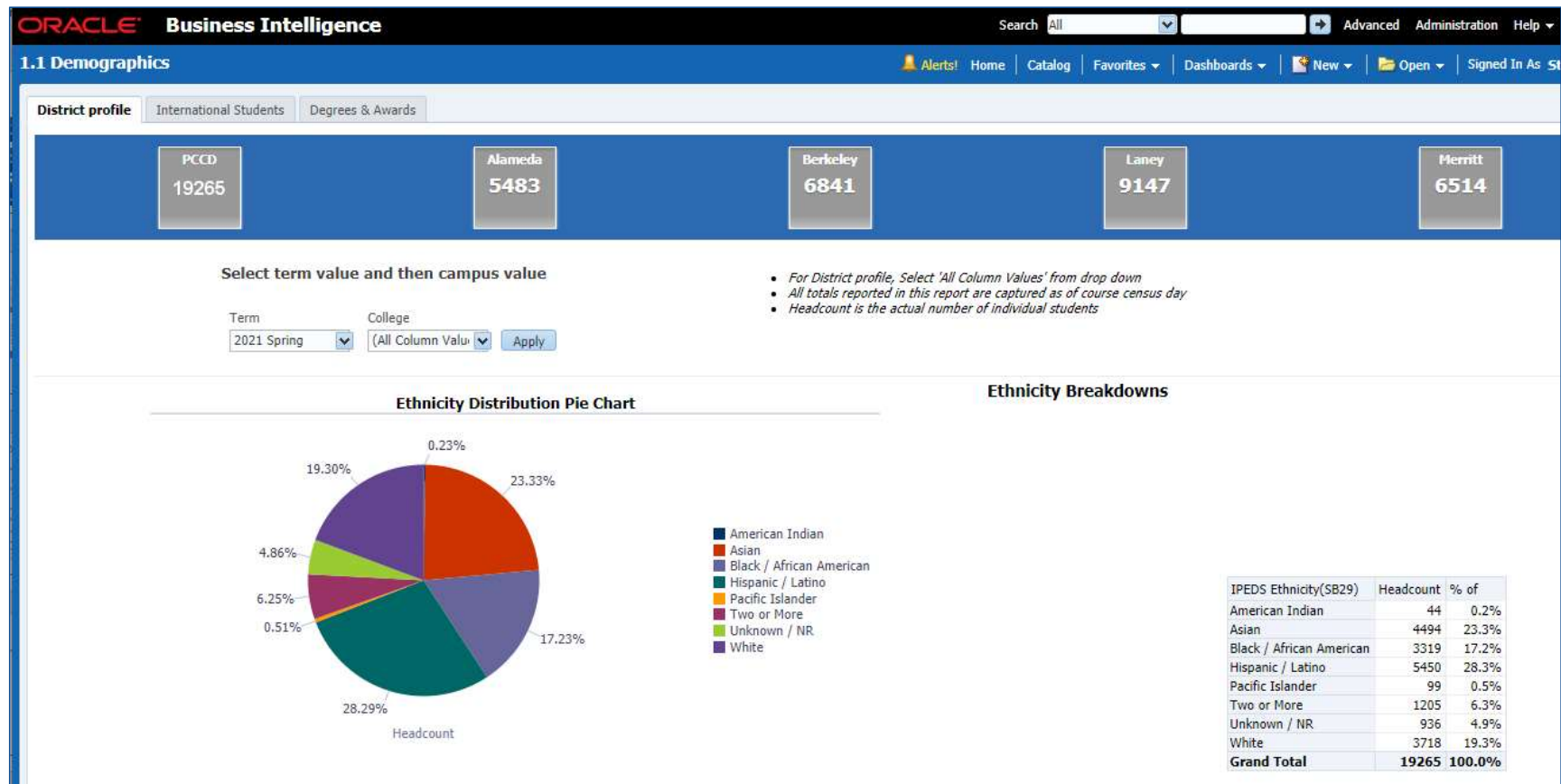


IR Technology

- IR Data Warehouse Databases pulling data from Student Information System (PeopleSoft) and Scheduling And Reporting System (SARS).
- Query Programming and Development tool
 - SQL Server Management Studio
- Business Intelligence and Analytics tools
 - Oracle BI Tools – currently 50 licenses
 - Microsoft Power BI – currently 500+ licenses

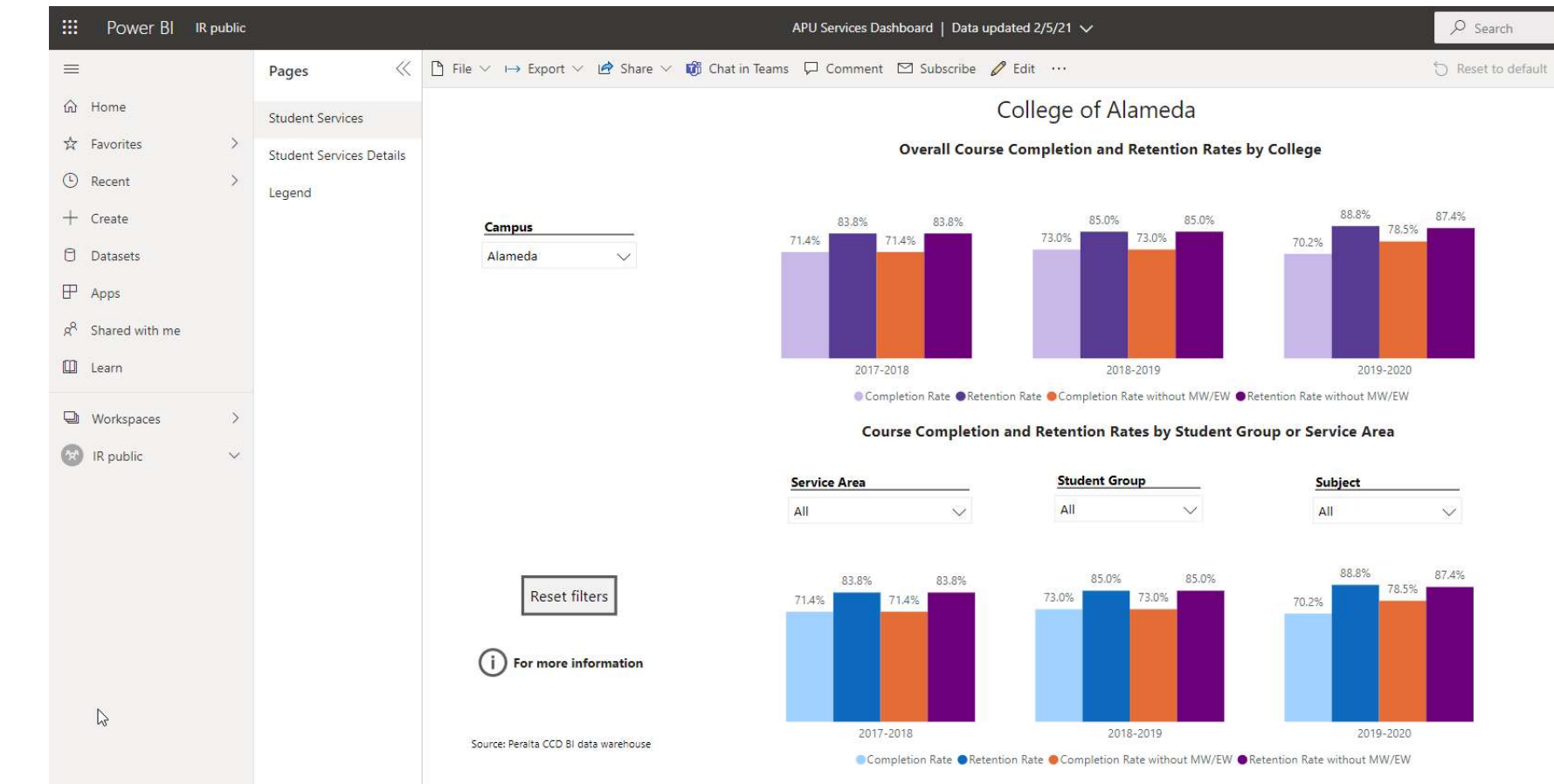


Oracle BI Tool





Microsoft Power BI





Current Projects

- Periodic compliance reporting
- Maintain and update dashboards
 - Student Success and Equity
 - Student Services
 - Enrollment, FTES, FTEF and Productivity
 - Credit and Noncredit
 - Student Demographic
 - Dual Enrollments
- PeopleSoft 9.2 Upgrade testing
- Support District Initiatives
 - Process Improvement for MIS and 320 Reporting
 - Student Enrollment Strategy
 - Student Loss Point Project



Questions?



Thank You!

Reach out to us at info@Peralta.edu



@PeraltaColleges



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@peraltacolleges