



**Peralta Community College District
District Technology Committee Minutes
October 1st, 2021
10:30 a.m. – 12:00 p.m.
Via Microsoft Team**

***Antoine Mehoulley, Chief Technology & Information System – Chair
Matthew Goldstein, President of Senate COA – Co-Chair***

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>
Joseph Bay <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 Mehoulley
3. Rupinder Bhatia
4. Patricia Rom
5. Natalia Fedorova
6. Nathan Pellegrin
7. Vincent Koo
8. Balamurali Sampathraj
9. Joseph Bay
- Violeta de Leon – Note-taker **NON-VOTING MEMBER** (District)

Absent: Adil Ahmed, Didem Ekici and Mark Swiencicki

Guest: Phil Heckendorf and Christopher Perry - PortalGuard

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
A. Call to Order			<i>10:30 a.m.</i>	A quorum was recognized	
B. Adoption of the Agenda			The agenda was adopted as presented	Motion 1 st by Bhatia, 2 nd . by Sampathraj Motion passed unanimously	Approved agenda will be posted on the PBIM website
C. Approval of Minutes			The minutes for March 5, 2021 were reviewed.	Motion 1 st by Pellegrin 2 nd by Sampathraj Motion passed unanimously	Approved minutes will be posted on the PBIM website
D. Public Comment			N/A		
E. Committee/Council Reports (2 minutes each)			Berkeley City College Koo reports: <ul style="list-style-type: none"> Moving forward with Measure G IT purchases that include Apple computers for computer labs. Moving forward with Measure G AV upgrades for 10 classrooms. 		

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
			<ul style="list-style-type: none"> • Working through issues identified during the Measure G process. • Deploying replacement laptops to faculty and staff as part of the computer refresh project. • Deployed computers to new personnel. • Supporting and providing loaner laptops to faculty and staff. • Continuing to prepare replacement computer for security camera monitoring workstation. Working with security team and vendor to identify appropriate capabilities at the College. • BCC Tech Committee discussed about the computer refresh project and distribution progress. • BCC Tech Committee discussed about HyFlex instructional planning. The performance of HyFlex instruction on current network is of concern. Completion of the Network Infrastructure Upgrade Project can help with HyFlex planning. 		

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
			<ul style="list-style-type: none"> • District-wide Network Infrastructure Upgrade Project (2050 Center, 2000 Center) • District-wide Security Camera Refresh Project • District-wide Blue Phone Project • 2118 Milvia Campus Building (Network and Technology Planning) 		
			College of Alameda Sampathraj reports: <ul style="list-style-type: none"> • 		
			Laney College Bhatia reports:		
			Merritt College Rom reports:		
			Distance Education No report.		

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I. Standing Items					
			<p>Department of Marketing, Communication & Public Relations Mark Johnson informed:</p> <p>PeopleSoft:</p> <ul style="list-style-type: none"> Working with Antoine / IT on PeopleSoft Campus Solutions language for students to load their COVID vaccination proof. <p>Website:</p> <ul style="list-style-type: none"> Since last visit in May, we've now built the website in the HubSpot platform, where it is more accessible and features a responsive design for phones and tablets as well as laptop / desktop computers. Please visit https://6398505.hs-sites.com/new-homepage and poke around. Send your feedback to me (markjohnson@peralta.edu) and Aaron Harbour, Web Content Developer, at aharbour@peralta.edu. 		

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
			<ul style="list-style-type: none"> • Still to do...Connect the HubSpot database part to create modules (will be used for directory, events, and one day those kind of dynamic 'search classes' type things colleges have) • Still to do...Forms: build and integrate tons of sign up type forms, calls to action etc. across the site • Still to do...Some homepage edits/design playing around etc. • Need to determine timeline for migration from current site to new site. Tentatively thinking November so the new page is up for students looking to apply / enroll for Spring 2022 		
			<p>Office of Institutional Research - Department of Academic Affairs and Student Success</p> <p>Francisco Herrera informed:</p> <ul style="list-style-type: none"> • The purpose of the project is to assist PCCD with examining the integrity of the data currently collected for reporting and reviewing the related processes used to optimize student success and 		

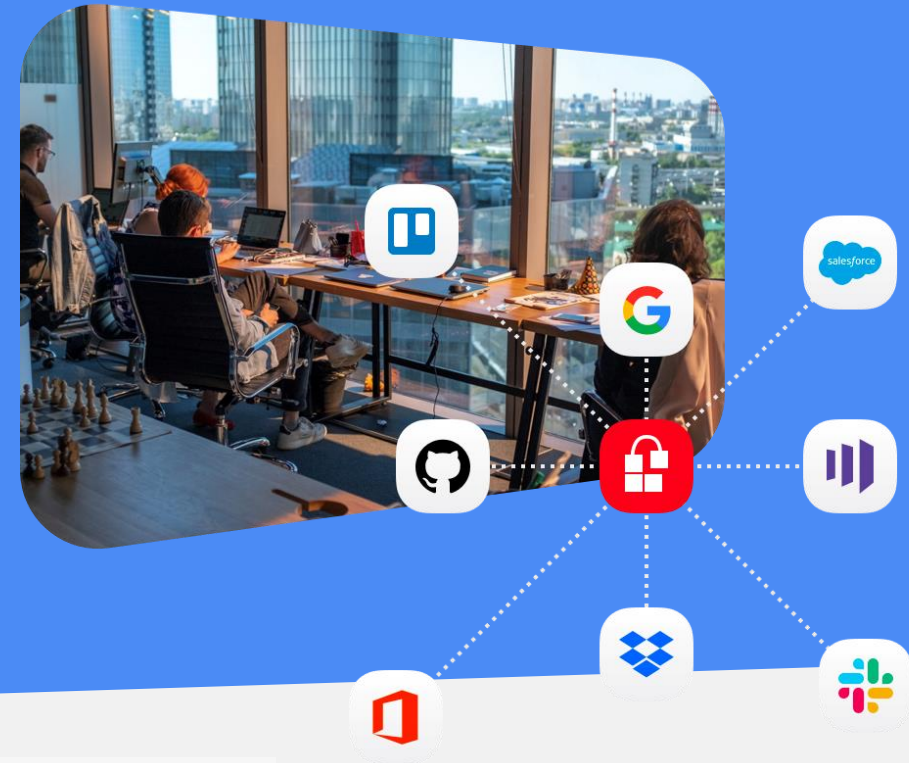
Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
			<p>the alignment of the MIS reporting with the Student Centered Funding Formula</p> <ul style="list-style-type: none"> • Priority implementation of Financial Aid recommendations • Establishing a timeline for implementation • Establishing a permanent district wide Data Integrity Committee • Contracting with Cambridge West for FY 2022 to assist in implementation planning and training of staff. 		
I. Carried-Over and New Items					
Identity Access Management (IAM) – PortalGuard			<p>Presentation by Phil Heckendorf - Senior Account Executive, and Christopher Perry -Team Lead Onboarding & Support –PortalGuard. This is the agenda for the presentation:</p> <ul style="list-style-type: none"> • Simple, Branded User Log-in Experience • Single Sign On <ul style="list-style-type: none"> - Canvas - PeopleSoft - SolarWinds Helpdesk 		

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
			<ul style="list-style-type: none"> - +20 more • Self-Service Password Reset (Azure/local AD) • MFA – Remote/Offsite/Privileged Access. <ul style="list-style-type: none"> - One-time passcodes, mobile authenticators, DUO, etc. - Azure-Restrictive/not user friendly limited. <p>You may find the presentation attached to these minutes.</p>		

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
PeopleSoft Updates Phase II	In concert with college Technology Planning Committees, create a comprehensive technology plan	Strengthen Accountability, Innovation, and Collaboration	<p>PeopleSoft Updates: Phase II</p> <p>Presentation HCM Phase II by Teri Antonio, Enterprise Business Analyst. You may find it attached to these minutes.</p> <p>Mehouelley mentioned that Huron Consulting Services, LLC will provide PeopleSoft Phase II optimization assessment services to PCCD. PCCD has experienced bandwidth and adoption challenges, and would like Huron to conduct an assessment to understand the remaining work and identified a go-live date for the current phase.</p> <p>Projects:</p> <p>Presentation by Chiran Adusumalli, Sr. Appl Software Prog/Analyst. You may find it attached to these minutes</p>		

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
IT Services updates			<p>Jonathan Olkowski, Sr Network & Sys Admin, informed:</p> <ul style="list-style-type: none"> • Network infrastructure refresh of District Office, BCC, Laney and Merritt – RFP is due today. • Blue Phone Project, Security Cameras, Cell phone booster – Coordinate with DGS and campuses • On-Prem Student Active Directory hybrid • AIM and Connexed SSO, EZproxy and Campus Logic earlier in the year • Automated Account Creation – Working with applications team and updating account management workflow • SSO for State CCC applications – update of student information to include first, last, display and CCCID to student accounts. • NetApp on-premises storage refresh, and evaluation of new backup system. 		<p>Mehouelley recommended the following DTC goals 2021-2022 to be discussed and voted next meeting:</p> <p>Goal 1 - Incident Response Team (Security Information)</p> <p>Goal 2 - Matrix - Prioritization of Technology Master Plan</p> <p>Goal 3 - College and District Responsibilities Delineation Review</p> <p>Goal 4 - PeopleSoft Update Phase 2</p>
II. Adjournment			12:00 p.m.		
III. Next meeting			November 5, 2021		

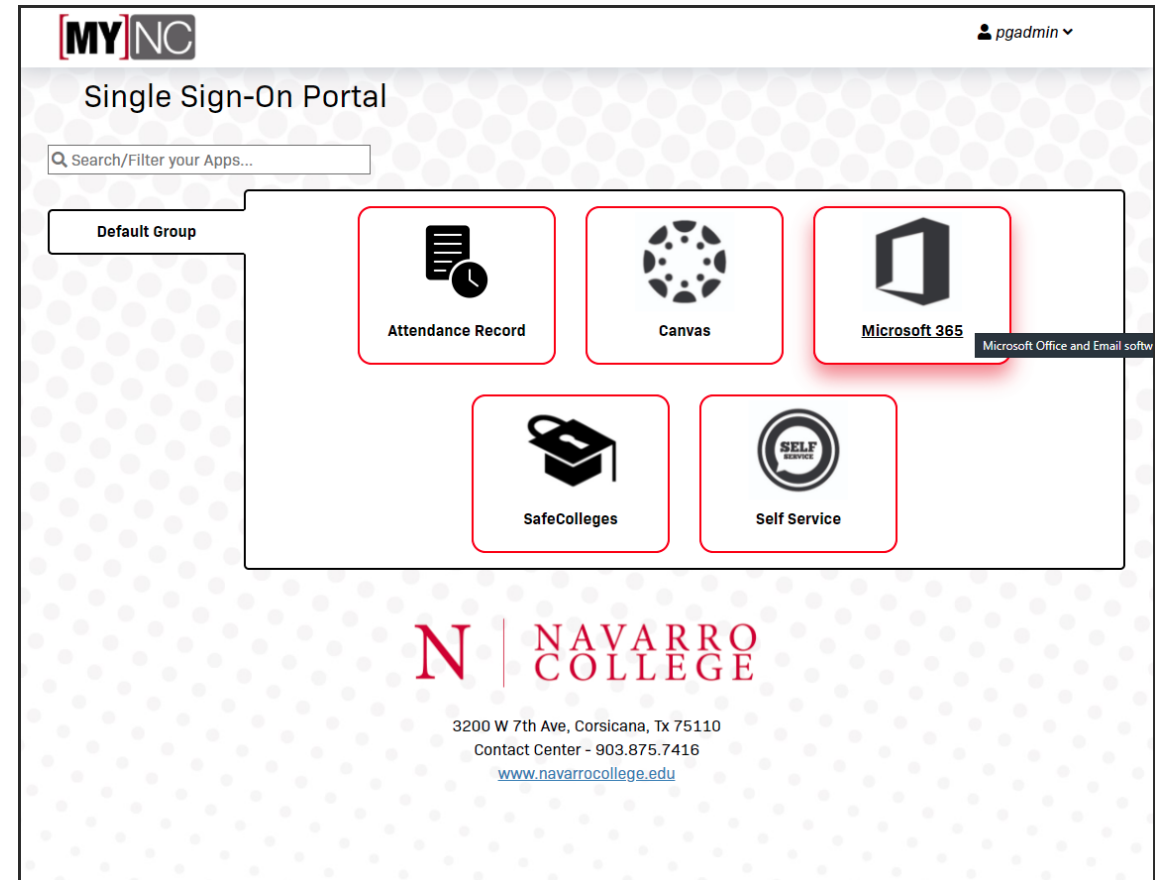
Tailored Identity & Access Management Package



 **BIO-key®**  **PORTALGUARD®**

Peralta Community College District Executive Summary

- Simple, Branded User Log-in Experience
- Single Sign On
 - Canvas
 - PeopleSoft
 - SolarWinds HelpDesk
 - +20 more
- Self-Service Password Reset (Azure / Local AD)
- MFA – Remote/Offsite/Privileged Access
 - One-time passcodes, mobile authenticators, DUO, etc
 - Azure – Restrictive/not user friendly limited



Experts in Education

Institutions trust BIO-key PortalGuard to:

- Reduce password-related help desk calls by 95%
- Meet cyber insurance requirements for MFA
- Eliminate passwords for access to applications
- Secure remote access & prevent phishing attacks
- Reduce stress & cost for the IT team

200+ Institutions trust BIO-key PortalGuard

Including 55+ community colleges & 1M+ users in the Foundation of California Community Colleges (FCCC) - 2021 CISOA Partner in Education & CollegeBuys Contract

Coast Colleges

INDIANA TECH

UNITY
COLLEGE
America's Environmental College



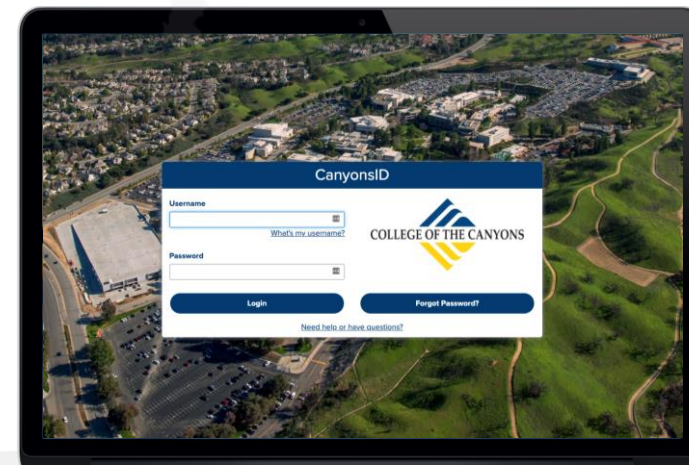
CONTRA
COSTA
COLLEGE



HUSSON
UNIVERSITY

SWC
SOUTHWESTERN COLLEGE

NEUMANN
UNIVERSITY
CATHOLIC EDUCATION IN THE FRANCISCAN TRADITION



BIO-key International

Corporate Highlights



A trusted provider of flexible Identity and Access Management (IAM) solutions, integrated with Identity-Bound Biometrics.

- 27+ years of experience
- 1,000+ customers with 1M+ active users including AT&T, Lockheed Martin, World Bank, GSA, Mastercard, Cleveland Clinic, 200+ colleges & universities
- Award-winning solutions & strong customer reviews
- Portfolio of 18 IAM and biometric patents
- NASDAQ: BKYI

1
Award-winning IDaaS
Platform

95%
Reduction in
password-related
support calls

16+
Multi-factor
Authentication
Methods

<2
Seconds to Positive
Identification

Case Study: Contra Costa Community College District



CONTRA COSTA COLLEGE

Profile:

- Higher Education
- 60,000+ users
- Located in California
- Top Applications Used: Office 365, SharePoint, Colleague by Ellucian

Specific Challenges:

- Reduce the amount of password-related help desk calls
- Consolidate multiple login prompts
- Various imposed budget restrictions — the solution must fit in with their tight budget and small IT team

Solution:

- By using PortalGuard's on-premises Enterprise solution, Contra Costa was able to affordably deploy an integrated portal solution that addressed both major pain points with SSPR and SSO

Capabilities:

- Single sign-on (SSO) to various web apps
- Flexible authentication methods to initiate self-service password reset (SSPR), recovery or account unlock
- PortalGuard Desktop: reset password from login screen
- Full configuration control over password policy
- Able to scale to various sizes and applications
- Supports the SAML v2.0 protocol for SSO, as well as CAS and Shibboleth protocols, or even Kerberos and forms-based authentication

Benefits:

- Users only need to remember a single set of credentials and undergo a single authentication to receive full access to the range of resources
- Ease of use and flexibility to deal with any future IAM requirements, such as two factor authentication (2FA)
- Relieve pressure from the IT team at the help desk

Case Study: Coast Community College District



Profile:

- Higher Education
- 60,000+ users
- Located in California
- Top Application Used: Ellucian Suite, Office 365, Canvas, and 30+ additional applications

Specific Challenges:

- End-users frustrated with having to remember multiple usernames and passwords
- IT help desk inundated with password reset calls
- Existing Shibboleth server was challenging to use and difficult to customize

Solutions

- PortalGuard was implemented — CCCD was impressed with the feature-rich and intuitive nature of the PortalGuard software

Capabilities:

- Works with SAML and CAS single sign-on (SSO)
- Self-service password reset (SSPR)
- Require less configuration for each service provider
- Fully customizable solution
- Admin dashboard and reporting tools
- Exceptional technical support

Benefits:

- High adoption and usage by end-users
- Easy to implement a fully-branded web portal
- Able to accommodate the growing number of SSO-enabled partners, applications, and services
- Decrease password-related help desk calls and increase password management by end-users
- Admins can quickly add new service providers and manage connectivity providers

Thank you

Phil Heckendorf – Senior Account Executive

732-359-1118

Phil.Heckendorf@bio-key.com

Christopher Perry – Lead Onboarding & Support





HCM Phase II Status As of 10/01/2021

EPAF Replacement, Electronic LAR, Timesheet Employee Submission & Manager Self Service Approval

No	Activity	Start Date	End Date	Status	Comments
1	Project Planning	1-Feb-21	5-Mar-21	Completed	
2	Requirements Gathering Workshops	24-Feb-21	19-Mar-21	Completed	
3	Design & Elaborate	22-Mar-21	16-Apr-21	Completed	
4	Configure & Build	19-Apr-21	4-Jun-21	Completed	
5	User Acceptance Testing	3-May-21	16-Jul-21	Completed	
6	Beta Testing - Student Worker	7-Jul-21	20-Jul-21	Completed	
Note: <u>HURON Assessment of HCM Phase II Project</u>				<u>On-going</u>	
7	Link New Position Number to Combo Code: (a) Short Term Hourly (b) Student Worker	TBD	TBD	On hold, until further instructions	
8	Re-run TL Test Script for Short Term Hourly and Student Workers	TBD	TBD	On hold, until further instructions	
9	End To End Testing - Requires Campus User Participation	TBD	TBD	On hold, until further instructions	
10	Creation of Job Aid and Training Material	TBD	TBD	On hold, until further instructions	
11	Facilitate Training Session	TBD	TBD	On hold, until further instructions	
12	Deployment Plan	TBD	TBD	On hold, until further instructions	



Current Projects – CS & Finance



Maxient	Student Conduct Software – Currently in Testing Phase.
Connect Ed	Using ConexED to empower your student services with unified appointment scheduling, communication tools, case management, and more provides an improved experience for students and staff, and a big-picture view for leadership.- Currently in Development Phase.
HandShake	Handshake is where employers hire college students and new grads.- Currently in Development Phase.
Credit for Prior Learning	To provide credit for students who already took up a similar jobs in military – Currently in Requirements Phase.
Peralta Apprenticeships	Provide student refunds for courses who has apprenticeship for a course. – Currently in Development Phase.
AIM – Phase2	Data Feeds from AIM for MIS Reporting – Currently in Requirements Phase.
CS – PUM22	New product bug Fixes – Compare and Retrofit Process is currently in Progress.



Vaccination Records Project	IT working with Oracle to track the Vaccinations inside PeopleSoft Student System – Testing in Progress
Peralta Guided Placement	IT working with Oracle to implement the Self Service ESOL guided placement inside PeopleSoft Student System – Development in Progress
Vision Resource Center	Integration with California Community Colleges for professional Development – Requirements Analysis in progress
Month End Closure	IT working with EdgeRock to finalize the Month End Closure process – Testing in Progress
Budget Transfer Enhancements	New Rules are being setup for Budget Transfers – Testing in Progress