



College of the Siskiyous

Technology Advisory Committee (TAC)

Meeting Minutes
December 11, 2018
2:00pm – 3:00pm
DLC-8

Present: Jason Aronson, Jesse Cecil, Josh Collins, David Gault, Melissa Green, Doug Haugen, Jan Harris, Wayne Keller, Anne-Marie Kuhlemann, Darlene Melby, Nathan Rexford, Meghan Witherell

Absent: Nancy Coughlin, Jim Gilmore, Kelly Groppi, Kent Gross, Jesse Mullin, Theresa Richmond, Val Roberts, Stephen Schoonmaker

Notetaking: Bethany Golly

- 1) **Approve Minutes:** No changes requested.

- 2) **Banner 9 Upgrade:** Banner 9 upgrade has occurred. There will be two more releases, occurring on December 19, and January 19. Testing will be open in a few days for the December release, and will open 3 weeks before the January release. After January, Ellucian is planning on moving away from large monthly releases. TJ has left, but will be replaced 1/2/19 by a new project manager who does not have Banner experience but will receive concentrated training from Ellucian to get up to speed. Banner releases will be more reliant on Ellucian in the future rather than placing the burden on COS employees. December release outage may take longer than the usual early evening to early morning release outage - APPs is going to liaise with Ellucian to find out why the outage will take longer.

- 3) **Technology Tactical Plan:** An update on the initiatives listed in pages 4-7:
 - **USDA Grant:** Still moving forward; preparing updated plan for Washington DC.
 - **N-Computing Replacement:** Process has started of replacing all thin clients (N-Computing) to desktop computers as new PCs cost less than buying and maintaining existing clients.
 - **Banner Revitalization:** Revitalization has been completed with the exception of HR, which has scheduled trainings
 - **Argos Report Cleanup:** Project started, but will be lengthy and time-consuming.
 - **Third-Party/Single Sign-On (SSO):** New CAS5 login server is up and running with HappyFox; other applications will be moved to SSO as soon as possible.
 - **Content Management System:** the College is very interested in moving to one at some point.
 - **Active Directory:** AD has been upgraded and is working well; next step is to make a copy in the cloud, then make the cloud primary and on-site secondary.
 - **Outlook to O365/Barracuda Spam Filters:** Project had some initial hiccups but has settled.
 - **Servers & Switches:** A number of older servers have been decommissioned, including 5 old Banner servers and the old exchange server. 90% of network switches have been updated with new switches that can run on the new fiber optic cable project that starts next week, and the remaining 10% have been ordered .
 - **Access Points:** New access points were installed over the summer.
 - **Weed to Yreka Circuit:** TPx is our new communication company in charge of the circuit between Weed and Yreka campuses, and the new circuit will be turned on next week.
 - **Phone System Upgrade:** It is time for the phone system to be upgraded – estimate is being acquired.

- **Network Security:** Security will be focused on in January and February, including getting a new core switch, new firewalls, and a device to track all confidential data on the system.
- **Windows 10/Software Updates:** Great progress in updating software, including upgrading many computers to Windows 10 and Office 2016. The Windows 10 upgrade forced a lot of necessary upgrades for other software.
- **Copiers:** A new contract for copiers has been signed, and installation of the new machines continues on Tuesday.
- **New Processes & Procedures:** Technological instruction for new employees and improved purchasing processes have been discussed but not worked on.

4) Technology Projects Update:

- Equipment Refresh (Desktops, Copiers):** roughly 80 desktops have been replaced with Windows 10; 2 copiers are in place already and the rest are going to be installed on Tuesday.
- New Computer Labs:** New computer labs: Basic Skills Grant has funded two new computer labs (McCloud 102 and DLC 8); supplies are being ordered and will be delivered by the end of the month.
- Fiber Upgrade:** Upgrade is happening next week, starting with McCloud. Upgrading to more modern fiber that will eliminate “patches” that can cause issues.
- New Help Desk:** Happy Fox: test group of 15 users have given favorable responses. Help desk will be rolled out January 2nd; uses single sign-on.

5) Other:

- Web Team is meeting on Thursday. Weblinks has made incredible progress on accessibility. Conversations are starting on prioritizing optimizing mobile device viewing.
- Distance learning will be moving to a Zoom-based videoconference standard.
- VEEAM is our backup software and they offer a solution to protect against ransomware on our backups so hackers cannot hold our backups for ransom. This plan will include having a cloud-based backup and on-site server backup.
- Segregating employee wireless from student wireless is still in the works.
- APPs vacancy prior to TJ’s leaving will be filled with remote employees and consultants; new APPs employee Barbara will be acting as liaison with the consultants and help end users provide the information they need on a new Argos report so the consultants can create a new report.
- DegreeWorks is being worked on, and commitments are being made to complete the project and solve issues that have arisen.