



College of the Siskiyous

Technology Advisory Committee (TAC)

Meeting Notes

March 15, 2018

2:00pm – 3:00pm

Boardroom

Present: TJ Baugus, Karen Chandler, Josh Collins, Nancy Coughlin, David Gault, Melissa Green, Kelly Groppi, Ben Harris, Wayne Keller, Anne-Marie Kuhlemann, Darlene Melby, Theresa Richmond

Absent: Hallie Coppi, Vickie Donaldson, Kent Gross, Jan Harris, Doug Haugen, Val Roberts, Stephen Schoonmaker, Bart Scott, Todd Scott, Meghan Witherell

Notetaking: Bethany Golly

- 1) New Name/Charge for Committee:** Banner Steering and Technology Council have merged into the Technology Advisory Committee (TAC) which will focus on all technology-related issues. Meetings may be extended to 1.5 hrs starting in the fall due to scope of what needs to be covered.
- 2) Banner 9 Project Plan:** Separate to the Banner Revitalization Project, the Banner 9 project will be providing a new user interface for existing and additional actions. Pages will have the same functionality as previous versions, although users will have to retrain muscle memory due to page reorganization and different keyboard shortcuts. Each department's implementation will be different and not every department member will be switching at the same time. Training will be in separate training room from department's usual areas and will compare and contrast functions in Banner 8 and 9.
- 3) Banner Revitalization Project Plan:** The Revitalization plan will be focused on improving and streamlining processes, getting rid of manual processes, and learning new features. Trainings will be 5-6 weeks, followed by consulting weeks. Different consulting firms will be working with different departments (*Fin Aid/Student/ODS*: SIG, *HR*: CampusWorks, *Finance*: Ellucian, *A/R*: Ellucian & SIG). Administrators will be notified when their departments will be affected. Ellucian features not currently in use may be held off until 2021 when the college will be ready for implementation. This will reduce costs until the products can be used.

- 4) **Third Party Software:** Agenda contains partial list of all third-party software supported in addition to Banner and the interfaces between Banner and third-parties. List will add HireTouch, DegreeWorks, and CCCApply.
- 5) **Windows 10 Project:** Windows 10 was released about two years ago. The network upgrade required for campus use is halfway completed, and technicians have been preparing computers with Windows 10 installed. Training will be implemented for all staff members to familiarize themselves with Windows 10.
- 6) **Rural Technology Project:** The Chancellor's Office has provided funds for replacing network switches. This eliminates the need for a three-year network switch replacement plan out of district funds.
- 7) **Software Accessibility Compliance:** Wayne Keller is now head of the Accessibility Committee. Technology Services needs to examine purchasing policies to ensure compliance for equipment or software. CampusWorks is conducting an accessibility assessment on select pages on our website and online classes.
- 8) **IT Security Program:** Network security has become more important than ever. There needs to be a security program ensuring compliance with HIPAA, PCI, and FERPA. There must also be an increase in physical security measures such as securing the physical network with locks and cameras, inventorying items, users not leaving computers open when they are away from their desk, and avoiding social engineering.