



College of the Siskiyous

Technology Advisory Committee (TAC)

Meeting Minutes

Meeting Minutes | March 12, 2019 | 2:00-3:00 pm | Board Room

Present: Jason Aronson, Nancy Coughlin, Barbara Douglass, Melissa Green, Kelly Groppi, Doug Haugen, Axel Hernandez, Wayne Keller, Anne-Marie Kuhleemann, Darlene Melby, Nathan Rexford, Theresa Richmond, Meghan Witherell

Absent: Jesse Cecil, Josh Collins, Jim Gilmore, Kent Gross, Jan Harris, Val Roberts, Stephen Schoonmaker

Notetaking: Bethany Golly

- 1) **Approve Minutes:** Nathan's update on ODS - Training will be completed in July due to scheduling issues with the consultant. Nathan will be presenting to higher-ups soon. It does not appear feasible to fully implement ODS and Argos under current staffing levels.
- 2) **Streamline Registration:** Multiple discussions and meetings have been had on the topic on how to simplify students attempting to register for classes, especially those registering for non-credit classes. CCCApply is hoping to have a new application process for non-credit in Summer 2019. This would eliminate the "residency" portion of the application process for entirely non-credit students. Also looking into the ability to transfer information between the types of applications. Chancellor's office wants updated information for each term on some information that may change between terms (single parent, non-offender). We are adding four questions to bring the total to 10 questions asked of every student before every term. There is a lot of room for streamlining in the entire process though, not just with those particular questions. Dr. Schoonmaker is extremely interested in having a much faster process for applying for non-credit and community ed.
- 3) **Banner Projects:** Database is being upgraded - this should be seamless and unseen by users. While this is happening, Barbara is validating the databases to make sure everything is healthy. Atomic - Job scheduling tool for Banner. This self-service tool will be used initially by Financial Aid, but can potentially be used by other departments later. This could replace Argos for some projects. For DegreeWorks, an assessment has been done and priorities identified, and now they are looking at SOWs to see what resources need to be used. Features will be rolled out in stages. Degree Audit was our previous system, but it didn't include an Ed Plan feature, which is why we have moved on to DegreeWorks.
- 4) **Website Responsive Design for Mobile:** Web Links has been working on more web-responsive design, but they have been split with time. The first step of updating the header has been completed.

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- 5) **Yreka Coverage Change:** Instead of having a single Yreka technician, all four technicians are rotating between campuses. Because of this, we are encouraging more and more users to utilize the ticketing system rather than calling a technician directly, since they may or may not be on that campus on that day.
- 6) **Cyber Security Projects:** Large list of projects that need to be completed but haven't due to lack of resources preventing progress. We're going to be purchasing a Palo Alto firewall and a Forcepoint data loss protection appliance - both of those are being done soon after purchasing them through grant money. This will guard against a situation like the Long Beach Community College attack, which took over a month and millions of dollars to come back from.
- 7) **Other:**
 - We've been working towards getting Electronic Transcripts for years now, but have been unable to meet deadlines. State universities have been indicating that students transferring from a college only offering paper transcripts are at a disadvantage. Meghan has a lead on a possibly free solution to get electronic transcripts up and running hopefully by the end of the year.
 - A student in the lodges was complaining about the bandwidth needed to take an online test and use the proctoring software at the same time. We should have had plenty of bandwidth for those purposes, but IT can look into it. If it is a consistent issue for multiple students on- and off-campus, the proctoring software may need to be looked at.