Technology Advisory Committee (TAC)

Meeting Minutes

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

Present: Jason Aronson, Jesse Cecil, Josh Collins, Nancy Coughlin, Barbara Douglass, Melissa Green, Doug Haugen, Axel Hernandez, Wayne Keller, Anne-Marie Kuhlemann,

Absent: Jim Gilmore, Kelly Groppi, Kent Gross, Jan Harris, Jesse Mullin, Nathan Rexford, Theresa Richmond, Val Roberts, Stephen Schoonmaker, Meghan Witherell

Notetaking: Bethany Golly

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

2) **New Copiers:** New copiers installed in December.

3) **New Student Computer Classrooms:** Two new computer labs, DLC 8 and McCloud 102, were paid for by the BSSOT grant and were installed in December and January.

4) **Online Training – CCC Vision Resource Center:** Training is desired for Windows 10, Office 2016, Canvas, and other topics. The CCC Vision Resource Center has online courses in these subjects and more available for free.

5) **New Weed-Yreka 100 Mbps Circuit:** New circuit has been installed with routers at both ends. We will be cutting over to that circuit in three weeks. Will improve quality of videoconferenced classes.

6) **Operational Data Store (ODS):** Project has been going for six months. ODS has been installed, along with the COGNOS report writing software. Nathan has been involved in the implementation and training of this process. Soon, users who need access to that data will be able to create and run their own reports from that warehouse soon.

   ODS does not replace Argos. Argos can run from ODS or Banner. Argos usually requires a technical-type person to create reports. ODS takes all the data out of Banner, places it in easy to understand format, and has an easy report creation feature. Access to end users is not open yet, and likely will not be until another employee joins

7) **Banner 2/9 Release:** Various releases were performed on Saturday. Validation has occurred and so far, so good. There have been a few issues that have been resolved. Release was performed in such a way to be stable. Some users worked over the weekend to make sure things worked as they should. Wayne has been working with Ellucian for a year to improve their release process, and this is the first release to go smoothly. The PROD environment will be cloned soon to update the training environment.

8) **Single-Sign-On (SSO) Project:** Process to implementing single sign-on has involved a lot of moving parts, including consultants, to get the project going. We have created a CAS5 server (the server that knows who you are and authenticates you), the first product (HappyFox) has been connected, and now the next step in the process is connecting the server to all our other products. We are implementing an interface to connect Banner and Active Directory in Windows. Until this is installed, we have a manual process to create an Active Directory accounts for staff and students, which can be cumbersome and slow. This new interface will automate the process and username and passwords will be synchronized between MySiskiyous, network computer logins, and email. SSO integrations in the future may include eLumen, Argos, Zoom, etc. We still have a couple of months at least until implementation.

9) **Campus Fiber Upgrade; McCloud and DLC Completed:** Fiber-optic cable connects all the buildings, and runs the network connection for computers and phones. We're upgrading from very outdated multi-mode fiber to new single-mode fiber. The first two buildings have been finished (McCloud and DLC).

10) **Content Management System (CMS):** 60% of users access our website on mobile devices, and our current website is not mobile-friendly. Using a CMS makes mobile responsiveness much better and easier. You can update content (text, images) much easier without needing to know HTML. Certain trained end-users that often need to make small changes on the website could update the website themselves instead of going through WebLinks. CMS also has access to fancy plugins that look more active and are more engaging that can be implemented so much easier than through our current system of HTML. CMSes also handle SEO (search engine Optimization) for us, rather than needing to be handled manually. CMSes also handle some navigation features to make it much easier for users to navigate the system.