Members\Attendees:

- Char Perlas
- Darlene Melby
- Patrick Walton
- Valerie Roberts
- Matt Donaldson
- Meghan Witherell

- Kent Gross
- Doug Haugen
- Kelly Groppi
- Anne-Marie Kuhlemann
- Josh Collins
- Jesse Cecil

- Maria Fernandez
- Barbara Douglass
- Jason Aronson
- Ryan Galbraith

Updates

Matt Donaldson providing the following updates to the committee:

Technology Services Internal Efforts

Technology Services has completed several internal efforts to maintain the College's information system and has more planned before the end of the calendar year.

Completed Items

- The College's data network was rearchitectured to provide greater stability in response to the outage that was experienced August of last year.
- All back-ups are now being stored in the cloud for greater protection against malware and increased ability to recover from disasters.
- The College's virtual private network (VPN) was upgraded from an antiquated Cisco AnyConnect solution to Palo Alto Global Protect.
- The Active Directory database that stores the College's internal user, group, and computer accounts was upgraded from 2012 to 2019.
- HappyFox, the help desk ticketing system, was upgraded from 1.0 to 2.0.

Upcoming Items

- The College's Nutanix hyperconverged device that runs most of the College's servers and contains most of its storage will be upgraded in the first half of October.
- An upgrade of the email system will be performed in November.
- The department is upgrading its video management system (VMS) from Ocularis to Pansonic. This change will save the department $2,300 in annual costs starting next FY.

Shared Technology Platform for ERP Systems

Matt Donaldson reported that the Chancellor's Office had created a draft of the final report from the Huron Consulting group about the feasibility of creating a common ERP platform to be used by all California Community Colleges. The report concluded, "The current state findings portray an opportunity for change within the California Community Colleges that is compelling, urgent, and, for the students, essential." It recommends going to the legislature to obtain funding and anticipates implementing throughout the system in a series of waves that would take place over a seven-year period.

Alternative Textbook Delivery Project Update

Matt Donaldson notified the committee that the scope of this project had been simplified so that the College will not be processing payments for textbooks through Banner but through the publisher's web site. Ryan Galbraith clarified that the payments would be taken through the Bookstore's web site rather than the publisher's. Matt reported that the project is on target for completion before the Spring 2022 term.

Enterprise Application Steering Committee

Matt Donaldson informed the committee of the formation of the Enterprise Application Steering Committee, providing an overview of its purpose and responsibilities. The committee had its first meeting and formulated the shared production calendar through the end of the calendar year. It will be meeting again in late October or early November to further update the calendar once more information on end-of-the-year updates is provided by Ellucian.

WiFi Upgrade in Lodge Initiative Proposal

Matt Donaldson presented the "WiFi Upgrade in Lodges Initiative Proposal." He briefed the committee on the unique challenges in providing WiFi to residents in the Lodges and a history of how this has been handled up to this point. He explained what is being done in the short-term to meet the most pressing needs and then described the two proposals that will be prepared to provide a more permanent solution. He also indicated that the hope is to use pandemic-related grants to fund the new solution and to have it deployed by the end of the calendar year. No recommending vote was taken on this proposal because it has already been authorized by the President's Cabinet.

Electronic Signatures Discussion

A discussion was held regarding the best way to proceed with the Electronic Signatures Initiative. Matt Donaldson briefly reviewed the 3 options that are under consideration and clarified that automated workflow and data integration are out of this initiative's scope. He then raised 3 things that must be determined:

1. How will all forms that use or would like to use electronic signatures be enumerated?
2. What process will be used to select one of the 3 options for a unified electronic signature solution?
3. How will funding source(s) for both the initial implementation and recurring support of the selected solution be identified?

Patrick Walton suggested we run the first and second through the Vice Presidents. Matt will send an email to the VPs with (1) a spreadsheet template to be filled out and (2) requesting the names of those the VPs would like to participate in the evaluation and selection process. It was decided that the committee will seek to answer the third question once a solution is selected and, consequently, the costs will be known.

Technology Master Plan 2021-2025

Matt Donaldson reported that the Technology Services department is currently developing the Technology Master Plan for 2021-2025. The department is currently creating the initial draft. Matt asked committee members to send any thoughts or ideas for inclusion in the plan to him. The intial draft will be presented for discussion in next month's TAC meeting.

Upcoming Proposals

Matt Donaldson briefly mentioned three proposals that are being prepared for next month's meeting:

1. *Cafeteria Mobile Ordering Software*. This would provide students and employees the ability to order and pay for items remotely and then pick them up from the cafeteria.
2. *Centralized Scheduling Tool*. This may be incorporated into the Student Services Platform project.
3. *Vision Resource Center Integration*. This would integrate the Foundation for California Community College's visual resource center with the College's web site.