



District Technology Advisory Committee UNAPPROVED Minutes

Members Present: Kimberly Carter, Melissa Colon, Marty Gang, Sarah Schrader, Joshua Sigman, Michael Smedshammer, Michael Sundquist, Brenda Thames, John Zamora

Members Absent: Grace Cabrera, Shawn Jordison, Melissa Raby

Regular Attendees/Others Present: Jenni Abbott, Albert Alt, Mary Bylsma, Shawna Dean, Brian DeMoss, Cynthia Fuhr, Robert Gritz, Margo Guzman, Josh Hash, Patrick Pimentel Sr., Kathren Pritchard, Jeremy Salazar, Jeff Swank

Meeting called to order at 1:32 p.m.

I. Introductions

Assistant Vice Chancellor Marty Gang began the meeting by inviting the participants at each site to introduce themselves.

II. Approval of minutes from January 27, 2015

The motion to approve the minutes of the meeting held January 27, 2105 was made by Albert Alt and seconded by Kathren Pritchard. District Technology Advisory Committee members were all in favor of approving the minutes.

III. System Outage Reports

There was an intermittent CENIC issue which caused access issues for some individuals with certain websites for a brief period on one day last month.

IV. Technology Highlight – Office365

ITS is moving Microsoft Exchange to the Cloud in the Office365 conversion. A large portion of ITS has moved to Office365 and we will soon be scheduling other groups and departments for migration as outlined by the VPs, Presidents and Administration via Chancellor's Cabinet and District Administrative Council. Along with Office365 comes a 25GB inbox, 50GB online email archives, 1 TB OneDrive file storage, the full Office Suite, mobile apps and up to 5 installations of the Office products.

V. ITS Policies Issues – Retention of Records

Board Policy 3310 is in the process of being re-written and administrative procedures are being amended regarding retention of records which will also include digital records. This policy is to ensure paper and electronic records will be destroyed or archived appropriately within the required timeframe. A report to the Board of Trustees is to be given annually.



VI. YCCD ITS Strategic Plan – ITS Mission Statement

The ITS Strategic plan will be rewritten by March 2016 to replace the existing plan and will align with the college technology plans. The new ITS Strategic Plan will be a 3-year plan with a living third year being re-written each year.

Marty asked the group to answer the following question: What do the colleges and Central Services need from ITS? Some of the responses were: clear communication regarding changes, patches and updates; project plans and timelines; transparency; training; purposeful guidance on technology purchases; high-tech needs for advanced tech areas; coordinating technology needs and funding opportunities; quick response and timely completion; video technology for classroom and conference spaces; centralized point of contact for multi-faceted projects requiring technology coordination; centralized repository of available software; and provide tools to access information and data.

Some options for the ITS Mission Statement were brought forth to the group and they were asked to vote on their top three and/or provide suggestions of alternative options. They were submitted at the end of the meeting.

VII. Educational Technology Updates

Mike reported that Blackboard currently has 200 online classes and 100 hybrid classes. He will be offering a one-month Blackboard recertification hybrid class in May. Blackboard has been renewed on a two-year contract with an optional third year.

Canvas was selected by OEI as the learning management system for the state.

Melissa mentioned the DE Summit happened this month and is hoping to send out a link to the recorded event soon. A tutoring pilot using NetTutor will be rolling out to all CCC faculty in the fall for which more information will be coming soon.

VIII. Brief IT Staff Updates

Time did not permit this agenda item to be addressed.

IX. IT Security Updates and Issues

Crypto Ransomware document was provided at the meeting.

X. IT Research (AI – X)

Article, “5 Higher Education Information Security Threats ...” was provided at the meeting.

Meeting adjourned at 3:05 p.m.



Information
Technology
Services

District Technology Advisory Committee
March 31, 2015, 1:30 – 3 p.m.
CC – Sugarpine 115, MJC – District Conf Room B