



District Technology Advisory Committee APPROVED Minutes

Members Present: Kimberly Carter, Melissa Colon, Marty Gang, Shawn Jordison, Melissa Raby, Sarah Schrader, Joshua Sigman, Michael Smedshammer, Brenda Thames

Members Absent: Grace Cabrera, Michael Sundquist, John Zamora

Regular Attendees/Others Present: Jenni Abbott, Albert Alt, Mary Bylsma, Shawna Dean, Brian DeMoss, Cynthia Fuhr, Robert Gritz, Margo Guzman, Josh Hash, Jeremy Salazar, Jill Stearns, Gary Whitfield

Meeting called to order at 10:32 a.m.

1. Introductions (AI – I)

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

The minutes will stand approved if no changes were emailed to Jennifer Ahlswede by 4 p.m., January 27, 2015, and will be posted on the DTAC website.

2. Reflections on Semester Startup (AI – II)

Marty asked the committee to bring forward any technology issues, successes and challenges faced the first weeks of school.

Robert Gritz mentioned there was an issue with a new to the department employee not having proper access in Datatel. ITS is working with HR on giving proper access when employees start a new position.

Melissa Colon appreciated the assistance of ITS with her Blackboard issues.

Jeremy Salazar reported the intermittent network issues disrupted MJC Business Services from processing credit card transactions.

Jill Stearns said that the intermittent PiratesNet/network issues hindered some registration and roster verification processes which affected faculty and students.

Melissa Raby mentioned that faculty does not get immediate confirmation when submitting their rosters.

3. System Outage Reports (AI – III)

There was damage done to the CENIC (our internet service provider) fiber connection to the valley that caused intermittent issues. CENIC worked to repair it on January 20. YCCD defaulted to our backup connection when the main connection failed. CENIC/CVIN is working toward a 2GB redundant connection, which means if the main connection to our ISP has been lost, we will seamlessly switch to the backup.



4. Technology Highlight (AI – IV)

Margo Guzman presented information about the Media and Technology Services Department at Columbia College, the systems and services they support as well as some highlights of recently completed projects. Some completed projects include upgrades to TRC, Dogwood, Sequoia 109, Cedar 10, Buckeye 4, AAC, Fir 4 and Auto. Their current projects include the Manzanita redesign, PC upgrades, Alder Data Center design, Vallecito and upgrades to Buckeye 3 and 4.

Marty Gang reported on behalf of Jeff Swank highlighting some of the projects completed by MJC Media Services. The completed projects include a Smartboard replacement with Brightlink interactive solution in ACE 170; equipment replacements in Art 202 and 204; projector and microphone system upgrades in Forum 101, 102 and 110; replaced original cabling with manufacturer compatible cabling in all Science Community Center classrooms and lecture halls eliminating performance issues; upgraded various classrooms to allow ability for faculty to bring their own device to integrate with media equipment; and responded to over 75 emergency assistance requests in classrooms.

5. IT Policies Issues (AI – V)

The differences between single sign-on and single identity were addressed. Single identity is one identity used across all applications within the district. Single sign-on is a portal where you can use one sign-in to access all resources. Brenda Thames reported there is funding in the Student Equity Plan to move toward a portal. There will be a meeting scheduled between Brenda, Marty and others to discuss moving forward.

The E-signing agenda item was tabled and will be addressed at the March meeting.

6. YCCD IT Strategic Planning Process (AI – VI)

Marty outlined the process and proposed timeline as we move forward with the YCCD IT Strategic Plan. The process must be aligned with the YCCD Strategic Plan and the colleges' Technology Plans. Throughout this process the planning elements must be aligned with both colleges' Technology Plans and the YCCD strategic Plan. The plan will begin with defining the mission, vision, goals and actions for ITS and use the information to draft the ITS Strategic Plan, for which the goal is to have a final draft submitted by May 2016.

A discussion regarding IT services provided and where they should be controlled was held.

7. Educational Technology Updates (AI – VII)

Melissa Colon reported there are three instructors participating in the OEI pilot project at Columbia College. She will be sending out information regarding District-wide tutoring opportunities. Melissa is working on a webpage to keep the community up to date.

Michael Smedshammer expects an answer from the OEI team as to what content management system they will adopt for California Community Colleges at the end of February. It is the goal of the OEI team to make the CMS free to community colleges.



Josh Hash reported we are waiting to get a timeline for the Office365 deployment for faculty and staff, but we expect to roll it out in April and will advertise in March.

8. Brief IT Staff Updates (AI – VII)

Time did not permit this agenda item to be addressed.

9. IT Security Updates and Issues (AI – IX)

Josh Hash reported we are currently receiving a Direct Denial of Service (DDOS) attack and is actively working to keep our network secure. ITS has taken steps necessary to minimize the impact of the attack.

10. IT Research (AI – X)

Article, “EDUCAUSE Review: Top 10 Issues in IT in Higher Education” was provided with the agenda.

Meeting adjourned at 12:04 p.m.

AI – Denotes agenda item discussed.