



**District Technology Committee**  
**February 20, 2024**

**Minutes**

**VOTING MEMBERS PRESENT:** Stewart Kimura, Armando Mendoza, Souzan Sahakian, Henry Hua, Stephen Schoonmaker, Khaoi Mady, Jose Sanchez, Geoff Hurst, Andy Lin, Samantha Simmons, Henry Hua, Terry Cox, Kashu Vyas, Kristine Nacu, Helen Serrano, Archie Delshad, Azin Biatani, Lizbeth Juarez, Angela Haugh, David Soto, Gil Contreras

**NON-VOTING:** Cherry Li-Bugg

**ABSENTEES:** Martha Gutierrez, Morgan Beck, Darnell Kemp, Janet Williams, Treisa Cassens, Kathleen Reiland, Lizeth Sanchez

**GUEST:** None

**APPROVAL OF MINUTES:** September 19, 2023; Motion by David Soto; 2<sup>nd</sup> by Stephen Schoonmaker and approved by: Stewart Kimura, Armando Mendoza, Henry Hua (2), Stephen Schoonmaker (2), Khaoi Mady, Jose Sanchez, Geoff Hurst, Samantha Simmons, Terry Cox, Kashu Vyas, Helen Serrano, Azin Biatani, David Soto, Gil Contreras with abstentions from: Souzan Sahakian, Andy Lin, Archie Delshad, Lizbeth Juarez, Angela Haugh

**DISTRICT-WIDE FUNDS:** Geoff Hurst discussed the need to increase funding of the district-wide funds so we can cover the renewals as renewal costs have increased since the original allocation approved at CBF. Amazon Web Services (AWS- the cloud services for Banner), PeopleAdmin and Pathify are but a few examples where the increases in costs put us over the ceiling for the current allocation. This will go to CBF to request approval for an increase of funding.

**@STUDENT.NOCCCD.EDU EMAIL SUNSET:** Geoff Hurst said the district student email is no longer effective. The campuses have done a great job of moving those to campus emails. The goal is to get rid of these email addresses in the next 30 days. MyGateway and campus websites will have information on how to request a campus student email address. All those that have an @student.nocccd.edu email address will be notified that it is going away. They will be notified to remove anything on there that they need.

**ACTIVE STUDENT MAINTENANCE:** Geoff Hurst said we have a lot of active students in Banner. We are working on reducing the overall student account. After 2 years of inactivity, we will start to disable those accounts unless they re-apply and become a student again. The goal is to get to 150,000 students per semester. The only caveat is NOCE because they keep everyone that has ever taken a class. This will need to be revisited.

**STUDENT ACTIVE DIRECTORY ACCESS TO COMPUTERS AND WIFI:** Sam Simmons in the absence of Treisa Cassens said the issue they wanted to bring up is the load of Banner to Cypress were not going through and not able to log into Cypress computers and Wi-Fi. The issue seemed to be happening to new students. Jose Sanchez said they think they have it fixed.

**CANVAS LOADS:** Stephen Schoonmaker read an email from Treisa Cassens regarding if Canvas loads come directly from the District. Stephen said they had a request about finding the student preferred email address that they are using in canvas and seeing if there is a way to get a report for that.

**CAMPUS EMAIL PROVISIONING/DE-PROVISIONING:** Geoff Hurst said we want to make sure we have a policy with all the changes that are being made. One of the policies we want is to only send notifications to the student email account, not every single address that a student may have registered. This will cut down on a lot of miscommunications. The same practice will apply to students, faculty, and staff.

**EMPLOYEE DASHBOARD – FACULTY LOAD AND COMPENSATION:** Samantha Simmons said that faculty are having an issue with FLAC and when they were told to communicate with the Division office managers but the DOM's didn't have any training on how to help the faculty. Faculty salaries are now readily available to the DOM's and Sam asked if this could be removed and not made so available to the DOM's. Cherry Li-Bugg said that this is outside of the scope of this committee.

**DISCUSSION:** Cherry Li-Bugg asked to sunshine the quorum structure for this committee. It has been very difficult to have a quorum in this committee. She would like to look at the quorum structure in the DTC charger because it is very strict. We may want to look at the structure and see if we can modify it a little bit.

Gilbert Contreras would like to have discussions regarding AI. Archie Delshad proposed to have DTC now meet in person moving forward. It was suggested for the meeting locations to rotate between the campuses. Cherry Li-Bugg announced that once faculty self service is in good enough shape to be implemented and grade adapter is good enough, Geoff Hurst is going to attend all the senate meetings and do a brief demo and answer questions that faculty might have.

Meeting adjourned at 4:45 p.m.

**NEXT MEETING:** March 19, 2024