District Technology Committee
September 19, 2023

Minutes

VOTING MEMBERS PRESENT: Stewart Kimura, Armando Mendoza, Henry Hua, Stephen Schoonmaker, Terry Cox, Geoff Hurst, Darnell Kemp, Samantha Simmons, Janet Williams, Kashu Vyas, Helen Serrano, Annalisa Webber, Treisa Cassens, Archie Delshad, Azin Biatani, David Soto, Gil Contreras, Simone Brown Thunder

NON-VOTING: Cherry Li-Bugg

ABSENTEES: Khaoi Mady, Jose Sanchez, Morgan Beck, Kristine Nacu, Kathleen Reiland, Martha Gutierrez

GUEST: Michael Ashton

APPROVAL OF MINUTES: February 21, 2023, March 28, 2023, April 18, 2023, and May 16, 2023: A motion to approved the minutes was made by Janet Williams and seconded by David Soto; approved by Stewart Kimura, Stephen Schoonmaker, Terry Cox, Geoff Hurst, Samantha Simmons, Janet Williams, Kashu Vyas, Simone Brown Thunder, Archie Delshad, David Soto with abstentions from Armando Mendoza, Darnell Kemp, Helen Serrano, Annalisa Webber, Treisa Cassens, Azin Biatani and Gil Contreras

2023-2024 MEETING DATES – DISCUSSION AND APPROVAL:

STUDENT AND STAFF EMAIL POLICIES: Geoff Hurst discussed what has been going on with student emails. He explained that they are moving student emails to their own campus. All Cypress College students will have "Student ID@cypresscollege.edu", Fullerton College students will have "Student ID@fullcoll.edu" and NOCE will have "Student ID@noce.edu". This is so that the campuses are better able to communicate with students. Currently students are able to choose their preferred email and we cannot guarantee that the students will get the communications from the campuses. All students will be informed that all communications from the campuses to them will be via their student email to be sure that they receive all communications. Discussion took place regarding this new policy. Cherry Li-Bugg said if everyone is in agreement, a sub AP will be drafted to specifically focus on emails to address this.

PORTAL UPGRADE: Geoff Hurst informed the group that we are currently testing the Pathify portal solution and are currently doing some load testing and making sure everyone is in the system. An invite will go out next week to see who would like to participate in the Portal Workgroup.

NEW TECHNOLOGIES: Geoff Hurst stated that in addition to Pathify, we are currently finishing the CVC teaching college project and that's due to go live at the end of September and start of October. Currently, also working on Nelnet to do payment plans and hopefully be able to replace our current payment provider so we are using the same payment system for everything. Also, in the process of implementing a new event calendaring system called 25Live. This will replace EMS. Good progress is being made currently. When we are done, we will be able to roll the event calendars and be able to see it inside Microsoft Outlook, as well. Looking at the beginning of next year to switch over completely. Also, looking at two instructional scheduling products – they are AdAstra and CLSS (a Leepfrog product).

CANVAS ADAPTER/CVC: Geoff Hurst reported that the adapter that feeds from Banner into Canvas is old, and we are moving to a modern version. He said it has a real time synchronization. The first phase is live now and over the next couple of weeks it will be extended out. Move forward with the two-way adapter from Banner to Canvas but also from Canvas back to Banner. Faculty will be able to put grades in Canvas and after the grades are approved by faculty, they will automatically be moved directly into Banner. Will cut down on the work that faculty have to do. The plan is once the first phase is done it will be shared with the DE group and then faculty. Will do a pilot with some group to do some testing to make sure it's working properly starting in the next couple of weeks.

DISCUSSION: Treisa Cassens said that students at Cypress College were having a hard time logging onto the Wi-Fi on campus and therefore having issues with myGateway and some of the library programs. Geoff Hurst clarified that the issue was with DNS and that the DNS issues have all been resolved.

Helen Serrano brought up some issues about her ESL class that half of her students don't own laptops and the laptops that they have checked out don't work. She would like her students to get laptops, so they are able to use Canvas. Helen was notified to discuss the issues with Terry Cox and Janet Williams to see what else can be done to help her students. Stewart Kimura asked about the status of the IT job family study and the DW IT re-organization. Simone Brown Thunder said they are currently in negotiations with CSEA to implement the IT job family study and have a meeting scheduled for September 25, 2023 to continue the discussions.

Discussion also took place regarding how we look at our physical facilities and our virtual facilities for them to be more successful.

The meeting was adjourned at 4:30 p.m.

NEXT MEETING: October 17, 2023