



**District Technology Committee
October 15, 2024**

Minutes

VOTING MEMBERS PRESENT: Gary Graves, Armando Mendoza, Souzan Sahakian, Jennifer Merchant, Treisa Cassens, Martha Gutierrez (for Terry Cox), Khaoi Mady, Jose Sanchez, Morgan Beck, Geoff Hurst, Darnell Kemp, Henry Hua, Erika Almaraz, Treisa Cassens, Archie Delshad, Azin Biatani, Marcie Kagawa, David Soto, Janet Williams, Erika Almaraz

NON-VOTING: Cherry Li-Bugg

ABSENTEES: Andy Lin, Naveen Kanal, Lizeth Sanchez, Karen Bautista, Elizabeth Martinez, Sammantha Simmons

GUESTS: Corinna Lopez, Michelle Patrick-Norng, Jeannie Mitsch, Elli Constantin, Efraim Sedrak

APPROVAL OF MINUTES: A motion was made by Archie Delshad to amend the minutes and after much discussion the motion did not carry. April 16, 2024, Minutes; Motion by Janet Williams; 2nd by David Soto; Approved by all except Archie Delshad and abstentions from Jennifer Merchant, Armando Mendoza, Martha Gutierrez, Gary Graves and Marcie Kagawa. May 21, 2024, Minutes; Motion by Janet Williams; 2nd by David Soto and approved by all except Archie Delshad and abstentions from Jennifer Merchant, Armando Mendoza, Martha Gutierrez, Gary Graves and Marcie Kagawa.

2024-2025 MEETING DATES – DISCUSSION AND APPROVAL: Cherry Li-Bugg opened the floor to discuss the meeting dates for approval. Archie Delshad made a request that the last meeting of the semester that is scheduled for May 20, 2025, be moved to either Fullerton College or Cypress College instead of at the Anaheim Campus. It was explained that the meetings are rotated between the three campuses, and it just happened that the last meeting rotated to be at the Anaheim Campus. After much discussion by the group, it was decided that the meeting will remain at the Anaheim campus. Motion by Gary Graves and 2nd by David Soto and approved by 11 members, 1 no and 2 abstentions.

DTC QUORUM/VOTING PROCEDURE: Discussion took place regarding the quorum structure. The committee has been having a hard time with getting quorum at its meetings so changing the structure was needed to be able to conduct business. It was discussed and decided that if someone is not able to attend the meeting, they can send a proxy in their place with full voting privileges. The proxy must represent the same constituent group as the voting member. A motion by Gary Graves; 2nd by David Soto with 13 yes, 1 no and 1 abstention.

DISTRICT-WIDE AI TASKFORCE: Jeannie Mitsch, Gary Graves, Afraim Sedrak and Elli Constantin were present to inform the group that they attended the Chancellor's Office Future Summit. They discussed the importance of having a District-Wide AI Taskforce to be able to make recommendations regarding the use of AI in the District. They would discuss the pros and cons and make guidelines on the use of AI that would be brought back to DTC for approval. Archie Delshad was not in agreement with having a separate taskforce and much back and forth discussion was had. It was recommended to have an AI Taskforce as a standing agenda item for DTC. Motion by Gary Graves, 2nd by Janet Williams and approved by 13, 1 no and 2 abstentions.

AP3720/AP3722: Geoff Hurst presented the need to update AP3720 and AP3722. The first reading by DTC will occur at the next meeting. Committee members are encouraged to read the presented draft and bring comments/edits with them to the next meeting.

PROJECT UPDATES:6

- **25LIVE** – Geoff Hurst reported that they are re-engaging 25Live as the work that was done last year came to a halt due to lack of resources and it slowed down the project. Will now start having training meetings starting the week of October 21, 2024. The goal is to roll out by the end of this calendar year and start using it in January 2025. This is to replace EMS, our current Event Management System. Meeting invites were sent out to campus communications, M&O and other staff.
- **CALGRANTS** – Geoff Hurst reported that we are moving to CalGrants as the Ellucian supported application. This will improve the efficacy of financial aid awards.
- **CDA/CGA** - Geoff Hurst said that Darnell Kemp and Treisa Cassens have done a great job with CDA. It is being piloted at Fullerton and Cypress College but not NOCE. Faculty will have the option to use the Canvas Grade Adapter or Faculty Self Service to enter grades and Last Date of Activity (LDA).
- **CPOS** – Geoff Hurst informed the group that CPOS is still being planned for this year and will be impacted by Common Course Numbering changes.
- **BDM** – Geoff Hurst informed the group that we will be moving away from OnBase and using BDM, the Ellucian product for document management.
- **TEAMS VOICE** – Geoff Hurst informed the group that they will be rolling out Teams voice at the campuses to have a unified service between all schools. Regular phone calls can be made through Teams instead of using Jabber or any other systems that have been used in the past.
- **LDA/FACULTY SELF SERVICE** – Geoff Hurst said they hope to extend CGA and Faculty Self Service and moving forward, both will be available to faculty. Gary Graves shared some concerns he has with Faculty Self Service. Treisa Cassens said that Nandini Silveira and Rena Martinez-Stluka have been doing an amazing job with Faculty Self-Service.

DABBLEFOX: Khoai Mady and Henry Hua said that their campus is using Dabblefox and they need help to ingrate it with Banner. Geoff Hurst let them know that it does not have an integration with Banner and District I.S. does not have the manpower to create a system to integrate it with Banner.

DISCUSSION: None

The meeting adjourned at 4:55 p.m.

NEXT MEETING: November 19, 2024 – Fullerton College – 200 Bldg. Room 229