



**District Technology Committee  
November 19, 2024**

**Minutes**

**VOTING MEMBERS PRESENT:** Gary Graves, Armando Mendoza, Janet Williams, Jennifer Merchant, Treisa Cassens, Khaoi Mady, Morgan Beck, Geoff Hurst, Darnell Kemp, Corinna Lopez, Henry Hua, Erika Almaraz, Archie Delshad, Marcie Kagawa, David Soto, Elizabeth Martinez

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

**ABSENTEES:** Terry Cox, Jose Sanchez, Andy Lin, Samantha Simmons, Naveen Kanal, Valerie Romero, Azin Biatani, Karen Bautista

**GUESTS:** Souzan Sahakian

**APPROVAL OF MINUTES:** October 15, 2024; Motion by David Soto; 2<sup>nd</sup> by Gary Graves; approved by: Gary Graves, Janet Williams, Jennifer Merchant, Treisa Cassens, Khaoi Mady, Morgan Beck, Geoff Hurst, Darnell Kemp, Corinna Lopez, Henry Hua, Erika Almaraz, Marcie Kagawa, David Soto with Abstention from Archie Delshad

**DISTRICT-WIDE AI TASKFORCE:** Cherry Li-Bugg informed the group that the AI Taskforce had not met because they were waiting on names for the committee. They now have scheduled the first meeting on December 10, 2024 at 2:30 p.m. at the District office in Anaheim. She announced the District-wide AI Expo will be taking place in the Spring at Cypress College; the tentative date is March 24, 2025.

**AP3720 FIRST READING:** The group started to go through AP3720 line by line making additions and deletions as agreed upon. This will continue at the next meeting scheduled in December until they have gone through AP3720 and are confident in the changes made so that it can then be taken to DCC for approval.

**SUNSET SELF-SERVICE:** Geoff Hurst said that as of December 2024 SSB8 will no longer be supported by Ellucian. The process to migrate to SSB9 is taking place and by the end of February 2025 we will no longer be using Self Service 8. We are transitioning slowly to move the class schedule in the middle of February. Currently students can choose between college scheduler or Webstar.

**COMMON COURSE (CCN):** Treisa Cassens brought up the common course numbering that will need to take place for 6 courses for now. After much discussion Cherry Li-Bugg said that the campuses were given funds to tackle this new mandate, and she said that resources should be allocated to District I.S. for all the work that Information Services staff are having to do to make these changes and updates to a number of information systems and solutions on a District-wide basis.

**LAST DATE OF ATTENDANCE (LDA):** Treisa Cassens said that LDA impacts all sorts of systems, i.e. Canvas. She said that Cypress College faculty are getting frustrated when they are locked out of systems not knowing why. Geoff Hurst said his staff is working on figuring things out as they are occurring. He said they are working on bugs that were discovered in Self Service.

**DISCUSSION:** None

The meeting adjourned at 4:54 p.m.

**NEXT MEETING:** December 17, 2024 – Room 1025 (Anaheim Campus) – IF NEEDED