

District Technology Committee (DTC)
Friday, March 7, 2025

DGS Conference Room - District
First Friday of each month

Note: Meetings are being recorded for minutes

COUNCIL MEMBERSHIP:

Members - 11 Quorum - 6

Tri-Chair: Antoine Mehouelley - Chief Technology & Information System (District)

Tri-Chair: Jennifer Fowler - Faculty Rep (COA)

Tri-Chair: Kawanna Rollins - Classified Rep

Natalia Fedorova - Classified Rep

Laurie Allen-Requa - DE Coordinator

Mark Swiencicki - PFT Rep

Joseph Bay - Classified SEIU 2021 Rep (District)

Dr. Tina Vasconcellos - VC, Education Services (District)

Dave Vigo - Director of Fiscal Services (District)

Shemicka Johnson - Student Leader (COA)

Victoria Mapodile - Student Leader (BCC)

Violeta de Leon - Note-taker NON-VOTING Member (District)

Members absent:

Blue was identified as absent.

1. CALL TO ORDER (10:30 a.m.)

2. Gradients of Agreement Information

Information: 2.01 Decision-Making by Gradients of Agreement

CTIO Mehouelley discussed on the new voting process, emphasizing the use of a numerical system and the need for a clear explanation or discussion depending on the number.

Bay suggested to stop printing out meeting materials and instead rely on digital copies. The committee agreed to make this change to the next meeting.

3. ADOPTION OF THE AGENDA (10:35 a.m.)

Action: 3.01 Adopt the Agenda March 7, 2025

Motion and seconded to adopt to approve the agenda without any changes.

Motion was unanimously agreed upon with all members voting a gradient of 1.

4. APPROVAL OF MINUTES (10:40 a.m.)

Action, Minutes: 4.01 Adopt of the Previous Meeting Minutes from February 7, 2025

Motion and seconded to adopt to approve the agenda without any changes.

Motion was unanimously agreed upon with all members voting a gradient of 1.

5. PUBLIC COMMENT (10:45 a.m.)

Discussion, Information: 5.01 Public Comment

N/A

6. OUTSIDE COMMITTEE REPORT - 2 minutes each (10:55 a.m.)

Information: 6.01 Distance Education - Laurie Allen Requa - Distance Ed Coordinator

1. DE plan is going to the board on 11 March

- a. Goals: Goal 1 (student success), Goal 2 (student services), Goal 3 (faculty training), Goal 4 (CVC consortium/exchange), Others (delimited district/college roles, policy/procedures, communication, resource recommendations)
- 2. Supporting the many student surveys (please also encourage students to take, staff to recommend, and faculty to give EC for)**
 - a. CA College Basic needs (OUT NOW! students), Peralta Distance Ed survey (coming out March 17, two here one for students, one for everyone else), Equity survey (out after spring break? students)
- 3. LTI faculty/staff survey complete. Review results and make recommendations to the colleges for purchase in March 2⁵hmeeting.**

Information: 6.02 Marketing, Communication & Public Relations - Mark Johnson - District Executive Director

1. HubSpot website update:

- a. Congratulations to Chanda Brewer and the Laney College website redesign team! The newly designed www.laney.edu site was launched on the HubSpot platform on Thursday, February 20, 2025. The new site loads faster, is now hosted "in the cloud", looks amazing on a phone, and was built prioritizing Guided Pathways for a better student experience.
- b. A new semester schedule search feature is being built as part of the Laney website project which will allow students to search for classes and see open seat availability in near real time from the website without having to login to Campus

Solutions. This new feature will launch for all the colleges later this month (for the colleges not yet on HubSpot, the search feature will be district website with links from the college sites).

- c. The district web content developers are now working with the web teams at Merritt and COA to begin their move to HubSpot, so all colleges will be on the same platform with the same back-end admin system.
2. **Canvas for Announcements:** Following on last month's report, Thanks to Srujana Tumu in Educational Services, we now have announcements working in Canvas. Students logging into Canvas now see announcements for enrolling in Short-Term Classes, and a call to complete the 2025 Real College Basic Needs Survey — please encourage students to complete that survey!

Information: 6.03 Facilities & Operation - BC Hoff - District Director

Absent

Information: 6.04 Planning & Institutional Research - Dr. Francisco Herrera - Associate Vice Chancellor Office of Institutional Research

- The IR data warehouse will be upgraded this Spring/Summer to the Oracle Autonomous Data Warehouse. We plan to have this project completed by the end of the Fall 2025 semester. This will provide the IR data warehouse with more access to the data tables in PeopleSoft, and provide the district community with enhanced reporting features, and greater access to data.

7. CARRIED OVER AND NEW ITEMS (10:55 a.m.)

Information: 7.01 PeopleSoft Update Phase 3 - CTIO A. Mehouelley - 5 minutes. 7.01.01 Contract Process Improvement (CPI) Update - Marla Williams-Powell; Sasha Amiri and Brandi Howard - (10 minutes) (11:45 a.m.)

Presentation sent to each DTC committee member via email and also is in the [Boarddocs](#)

Information: 7.02 Technology Master Plan 2025 - CTIO A. Mehouelley - 20 minutes (11:15 a.m.)

CTIO Mehouelley announced that the Technology Master Plan update is due on April 30th. CTIO Mehouelley informed that he met with all the technology committee chairs of each college last week.

He gave them the template to fill out their technology master prioritization and they will meet quarterly to provide updates.

Information: 7.03 IT Information Security Update - D. Park - 5 minutes (11:20 a.m.)

- Midyear Cybersecurity Remediation Report for CCCCCO
- Firewall Upgrade Process
- Project to implement enhanced security controls for Peralta's cloud computing environment is in progress

Information: 7.04 PeopleSoft Contract Renewal – CTIO A. Mehouelley – 10 minutes (11:30 a.m.)

CTIO Mehouelley updated the committee on the Peoplesoft contract renewal, stating that they are negotiating for a better price and considering sourcing services from local partners.

Information: 7.05 Point of Sales Discussion - CTIO A. Mehouelley - 10 minutes (11:55 a.m.)

CTIO Mehouelley proposed consolidating the district's point of sale systems to improve compliance and security, and to reduce costs. He advised that the DTC may submit a resolution supporting the consolidation and purchasing of new point of sales system districtwide.

Fedorova reported that several members of the college remain untrained on the new copy machines. She requested that internal stakeholders be trained to serve as trainers for the district.

CTIO Mehouelley said that the training will be provided.

The committee agreed to cancel the next meeting on April 4th for the Spring Break. If anything, urgent arises, the committee can schedule a special meeting.

Motion and seconded to adopt to approve to cancel the next meeting on April 4th.
Motion was unanimously agreed upon with all members voting a gradient of 1.

Information: 7.06 IT Services Update - D. Park - 5 minutes (12:00 p.m.)

- District IT is continuing to provide instructional technical support, due to lack of IT staffing at Merritt with the recent retirement of 2 staff members that made up the department
- Data Center Servers Upgrade
- PUM 33 CS Upgrade has been completed
- ASF Fraud Dashboard for Financial Aid is scheduled for completion next month
- Deployment of the new Epson copiers/printers almost completed; handful of the larger units need new electrical circuits to be added in the rooms where they'll be installed

8. ADJOURNMENT - 12:00 P.M.

9. NEXT MEETING - April 4th, 2025 – Cancelled
May 2nd, 2025