Peralta Community College District
District Technology Committee Minutes
May 6th, 2022
10:30 a.m. – 12:00 p.m.
Via Microsoft Team

Antoine Mehouelley, Chief Technology & Information System – Chair
Matthew Goldstein, President of Senate COA – Co-Chair

COUNCIL MEMBERSHIP

Saurav Pudasaini *College of Alameda IT Rep (COA)*	**Balamurali Sampathraj** *Acting Director of College IT Services (Laney)*
Nathan Pellegrin *Director of Research and Planning (Merritt)*	**Mark Swiencicki** *PFT Rep*
Didem Ekici *Distance Ed Rep (District)*	**Vincent Koo** *Berkeley City College IT Rep (BCC)*
Patricia Rom *IT Rep (Merritt)*	**Natalia Fedorova** *PCS Rep*
Joseph Bay *Classified SEIU 1021 Rep (District)*	**Mazin Saeed and Jiawen Wu** *ASBCC Rep*
Adil Ahmed *Finance Rep (District)*	**Violeta de Leon** *Note-taker **NON-VOTING MEMBER** (District)*

Total Number of Members: 14
Amount Needed for Quorum: 8

In attendance:

1. Antoine Mehouelley
2. Saurav Pudasaini
3. Natalia Fedorova
4. Nathan Pellegrin
5. Vincent Koo
6. Balamurali Sampathraj
7. Joseph Bay
8. Mark Swiencicki
9. Jiawen Wu
10. Mazin Saeed
11. Didem Ekici

Violeta de Leon – Note-taker NON-VOTING MEMBER (District)

Absent: Adil Ahmed, Balamurali Sampathraj

Guest: N/A

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
A. Call to Order			*10:36 a.m.*	A quorum was recognized	
B. Adoption of the Agenda			Two items were added to the agenda: 1. Tri Chair proposal 2. Include the administrator in the committee	Motion 1st by, Swiencicki 2nd by Bay Motion passed unanimously	The approved agenda will be posted on the PBIM website
C. Approval of Minutes			The minutes for April 8th, 2022 were reviewed.	Motion 1st by Bay, 2nd by Ekici Motion passed unanimously	The Approved minutes will be posted on the PBIM website
D. Public Comment			N/A		
E. Committee/Council Reports (2 minutes each)			**Berkeley City College** Koo informed: • BCC Tech Committee met on Thursday, 5/5. • Antoine Mehouelley of District IT presented about the Network Infrastructure Upgrade Project.		

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I. Standing Items					
			• Cora Leighton of BCC DE presented an overview about the HyFlex project. • Committee discussed about concerns with project prioritization in connection with District IT Master Plan Matrix, HyFlex pilot specifications, computer refresh plans, and purchases. • Deploying new computers, printers, peripherals. • Providing webcams and headphones per requests. • Assisting on personnel moves, departures, arrivals. • Assisting office moves, furniture installation. • Assisted with ConexED implementation. • Continuing on Network Infrastructure Upgrade Project. • Continuing on Security Camera Refresh Project.		

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I. Standing Items					
			College of Alameda Pudasaini informed: • EOPS Computer refresh Project: The workstation and the Surface laptops are ready to be deployed. We are waiting for EOPS to give us a green light. • Per EOPS they are working on bringing down the furniture to replace it with a new one. (Thanks Shawn for active participation in this project). • NCLA Building update: Per EDIDIM, the projector, and AV installation vendor, the Extron Crosspoint Switcher has been further pushed back to September. • The new CI Badge ID card machine in Student Services is installed and Ran a successful Test. (Is completed). • Providing tech support for events running on campus. • Working on compromised account.		

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I. Standing Items					
			• Besides doing support mostly: Computer Move, Computer Deployment, Printer issue, Email, Phone, and other requests.		
			Laney College Absent		
			Merritt College Rom informed: • New Child Development / Child Care Center bldg. scheduled to start in September • New Landscape Horticulture building has gone to state for final approval. • Both bldgs. Have increased in price due to an increase in the cost of shipping, materials, and technology. • We are working on Security Camera Upgrade Project. I'm trying to find out if there is a network problem with some		

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			- cameras after the power lines tested okay. - Cyber infection found on one Apple computer. It has been found and isolated. - We are processing a lot of incoming computer equipment.		
			Distance Education Ekici informed: Peralta Online Equity Conference was held last week. We had participants from Canada, Australia, Ireland, Turkey, Italy, Spain, South Africa, Serbia, and Iraq in addition to many states all over the US. It was a big success in building our global community around equitable practices. Also, we had a student panel where students shared their experiences with online classes. So, I so much appreciate the COA Academic senate for providing a check to		

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			compensate for gift cards for students.		
			Department of Marketing, Communication & Public Relations Mark Johnson informed: • Reminder, the new website is up at www.peralta.edu and the old website at https://web.peralta.edu will be taken offline in early June. Anyone attempting to reach the old site will be redirected to the new site. • PeopleSoft Upgrade training resources are posted on the IT part of the website at https://www.peralta.edu/it/peoplesoft-upgrade. We've also added an IT menu item called "PeopleSoft Training" that points directly to the Canvas training resources at https://peralta.instructure.com/courses/56014. • SMS Texting service - the district marketing budget pays for texting service for student communication		

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			integrated with our email tool, HubSpot. Our current texting service is SMS Zap which has been used for the last 1.5 years. SMS Zap has been purchased by Sakari, and will be shuttered on June 30, 2022. As of July 1, we will be on the Sakari platform by default, but it is very expensive so we'll be evaluating other SMS texting options.		
			Office of Institutional Research - Department of Academic Affairs and Student Success Battineni informed on behalf of Herrera: • Student Survey Update: The analysis is complete, and the final report has been sent to the Chancellor and believe the results we are distributed soon. • IR submitted CCFS 320 P2 report in April		
I. Carried-Over and New Items					

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Hyflex			Ekici Informed: • As many higher ed. Institutions are getting ready for Hyflex, as the DE Team, we also thought it is important to be prepared for this modality. Hyflex classes are preferred by students because of the options it provides for students, and this might have a positive impact on our enrollment districtwide. However, this modality is a little bit more complicated than the others and it requires faculty training, technology setup, and collaboration among different departments within colleges. So, we plan to have task forces that will include members from student services, SAS, IT, student representatives, and of course from the DE team. So, you might hear from your College DE Coordinators as they are forming these task force teams for Hyflex.		

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Network Infrastructure				DTC had a presentation regarding Network Infrastructure last month. Mehouelley met with all the presidents of the colleges and their IT teams. Mehouelley is asking the DTC to endorse the Network Infrastructure to move it to PGC. Motion 1st by Bay, 2nd by Koo Motion passed unanimously	
Tri-Chair Proposal			Mehouelley informed: The Chancellor recommended going back to have a classified professional as a Tri-Chair model. There was a consensus that the DTC supports having a classified professional in the Tri-Chair role.	DTC will hold a vote to adopt a Tri-Chair model at our next meeting.	

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Include administrator in the Committee			Mehouelley attended a meeting with the BCC Technology Committee and they discussed that it is important that an administrative member be part of the DTC to discuss planning and prioritization		
Matrix – Prioritization of Technology Master Plan				Mehouelley encouraged colleges to work on the Matrix- Prioritization. DTC received Merritt – Prioritization of Technology Master Plan. Mehouelley will work on a format to unify a list that includes structure to make it easy to fill out and move it to PGC for a recommendation.	
PeopleSoft Updates Phase II and Phase III	*In concert with college Technology Planning Committees, create a comprehensive technology plan*	Strengthen Accountability, Innovation, and Collaboration	PeopleSoft update Phase 2 went live in April. Peralta CCD paid $215,000 for training to Huron. Mehouelley encourages everybody to attend the training. Mehouelley is focused more on the student experience for PeopleSoft		

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			Phase 3. Mehouelley is planning to create an enhancement committee to help facilitate the student journey. There will be training next week: Contract, expenses, and asset management. Everyone encouraged to attend. The next DTC meeting will be in September. Mehouelley suggested the successful accomplishment of the Matrix – Prioritization of Technology plans through to PGC at that meeting.		
IT Services updates	*In concert with college Technology Planning Committees, create a comprehensive technology plan*	Strengthen Accountability, Innovation, and Collaboration	Park informed: • Security Camera Refresh: Camera installation to begin for Laney, in late May • 2nd round of interviews PeopleSoft Programmer/Analyst • Student interns from Merritt cybersecurity program working w/IT Dept.		

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			• Network security/vulnerability assessment underway with Merritt cybersecurity program • New laptop/desktop standards from Lenovo to be released • Follet: New fiber circuit for CoA bookstore • April: 1196 support tickets processed by I.T. Department • Computer standard		
II. Adjournment			12:00 p.m.		
III. Next meeting			TBD		