District Technology Committee (DTC)
Minutes Friday, November 3, 2023

Note: Meetings are being recorded for the purpose of minutes.

Members present
Chair: Antoine Mehouelley - Chief Technology & Information System (District)
Co-Chair: Jennifer Fowler - Instructor (COA)

Vincent Koo – Berkeley City College IT Rep (BCC)
Balamurali Sampathraj – College of Alameda IT Services (COA)
Christopher Moore – Laney College IT Rep (Laney)
Patricia Rom - Merritt College IT Rep (Merritt)
Nathan Pellegrin - Director of Research and Planning (Merritt)
Mark Swiencicki - PFT Rep
Joseph Bay - Classified SEIU 2021 Rep (District)
Adrienne Oliver – DE Rep
Dave Vigo – Director Budget (District)
BC Hoff – Director of Facilities & Development (District)

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

Members absent:
Blue was identified as absent.

Members – 12 Quorum - 7
Quorum: Yes = 8

1. CALL TO ORDER (11:00 a.m.)
2. ADOPTION OF THE AGENDA (11:05 a.m.)
Action: 2.01 Adopt the Agenda November 3, 2023
Motion 1st by Swiencicki, 2nd by Bay
The motion passed unanimously.

3. APPROVAL OF MINUTES (11:10 a.m.)
Action, Minutes: 3.01 Approval of the Previous Meeting Minutes from October 6th, 2023
Motion 1st by Vigo, 2nd by Swiencicki
The motion passed unanimously.

4. PUBLIC COMMENT (11:15 a.m.)
Discussion, Information: 4.01 Public Comments on DTC Meeting Agenda Items

N/A

5. COMMITTEE/COUNCIL REPORTS -1.5 minutes each (11:20 a.m.)
BoardDocs reports for this meeting can be found here

Information: 5.01 Berkeley City College IT - Vincent Koo
The report is attached to the BoardDocs Agenda

Information: 5.02 College of Alameda IT - Balamurali Sampathraj
Absent

Information: 5.03 Laney College IT - Christopher Moore
The report is attached to the BoardDocs Agenda

Information: 5.04 Merritt College IT - Patricia Rom

Information: 5.05 Distance Education - Adrienne Oliver - District Distance Ed Coordinator
Absent

Information: 5.06 Marketing, Communication & Public Relations - Mark Johnson - District Executive Director
The report is attached to the BoardDocs Agenda

Information: 5.07 Facilities & Development - BC Hoff - District Director
Absent

Information: 5.08 Planning & Institutional Research - Dr. Francisco Herrera - Associate Vice Chancellor Office of Institutional Research Department of Academic Affairs and Student Success

6. CARRIED OVER AND NEW ITEMS (11:35 a.m.)
Information: 6.01 IT Information Security Update - CTIO A. Mehouelley - 10 minutes (11:45 a.m.)

CTIO Mehouelley reported that he attended a conference hosted by insurance companies and the discussions were regarding AI (Artificial Intelligence). CTIO Mehouelley explained that hackers are more sophisticated in doing some impersonation; for example, they look at the information available on the website and look for key people in the purchasing and financing departments and start targeting them. Peralta is not taking one or two attacks a day, Peralta is taking a lot a day, and they are coming from government actors from different countries attacking the United States, especially educational institutions. For that reason, the State understands this, and they are putting resources and money into all colleges because it is a statewide problem that the board and cabinet are involved in, not only IT.

CTIO Mehouelley informed us that he just submitted the follow-up assessment with 130 security questions to the State. The first assessment had 250 questions. CTIO needs to work internally to make the training mandatory. Also, he is working with HR to make mandatory train for the new employees.

Information: 6.02 PeopleSoft Update Phase 3 - CTIO A. Mehouelley - 10 minutes (11:55 p.m.)

CTIO Mehouelley reported on several projects:

- Student Journey – Single Sign-On is ongoing. People shared some enrollment application barriers. We will meet with A&R staff to present solutions and improvements regarding the process.
- E-forms – Dr. Tina Vasconcellos, who leads this project, put the 4 colleges together to agree to one single process. We are cutting around 20 of 44 current forms.
- ESOL - It is a project coming up. We were in the testing phase with Faculty, and it was a challenge. The result was positive thanks to the communication we had with them. The Oracle team will work on the changes, and it will be finished in two weeks approximately. We are working on testing with the students.
- Finance assessment – Kathy Bader, Consultant at Acamar Associates, leads the business processes. All the business processes are under review. Our goal is how fast we deliver a contract or service not how many people are on the system. We will request funding from PGC to move forward.

Information: 6.03 Single Sign-On Project Update - CTIO A. Mehouelley - 15 minutes (12:10 p.m.)

CTIO Mehouelley reported that we can log in to all three pillars at the same time: Campus Solutions, Finance, and HR this week. We are working on the application and enrollment process for the students so they can enroll on the same day and continue searching for their classes.

Information: 6.04 Technology Prioritization Districtwide - CTIO A. Mehouelley - 10 minutes (12:20 p.m.)

CTIO Mehouelley explained that our goal is to prioritize technology. Each college works with the technology committee to provide a list of technologies they want to implement next year. CTIO Mehouelley needs to work on IT prioritization too. The list will be presented to DTC to finalize technology priorities and identify the source of funding and present it to PGC and ask them to endorse the recommendation to the Chancellor. CTIO Mehouelley encouraged each college to start working on their technology prioritization.

Moore wanted to point out that Extron is willing to work with the colleges to get the ShareLink password updated. He scheduled a time with the tech, and he assisted Laney and wouldn't mind helping the other college campuses.

Information: 6.05 IT Services Update - CTIO A. Mehouelley - 10 minutes (12:30 p.m.)

CTIO Mehouelley reported that Daniel is assigned to supervise the security program. CTIO has assessments to do from the State, the Department of Education (DOE), the insurance company, and IT security assessment. We follow the guidelines for the security program. IT is working to provide a training platform, update current policies, operationalize a recovery plan, and practice yearly simulations to be ready for oncoming disasters.

7. ADJOURNMENT - 12:30 P.M.
8. NEXT MEETING -December 1, 2023