Peralta Community College District
District Technology Committee Minutes
February 7, 2020
11:30 am – 1:30 pm
District Board Room

Minh Lam, VC of Information Technology
Kelly Pernell, Faculty IT Rep

COUNCIL MEMBERSHIP

Antoine Mehouelley *Director of Network Services (District)*	**Silvia Cortez** *Classified SEIU 1021 Rep (District)*
Balamurali Sampathraj *College of Alameda IT Rep (COA)*	**Rupinder Bhatia** *Director of College IT Services (Laney)*
Nathan Pellegrin *Director of Research and Planning (Merritt)*	**Andrew Park** *PFT Rep*
Kelle Lynch McMahon *Distance Ed Committee Rep (District)*	**Vincent Koo** *Berkeley City College IT Rep (BCC)*
Patricia Rom *IT Rep (Merritt)*	**Violeta de Leon** *Note-taker NON-VOTING MEMBER (District)*

Total Number of Members: 11
Amount Needed for Quorum: 6
In attendance:

1. Minh Lam
2. Kelly Pernell
3. Rupinder Bhatia
4. Antoine Mehouelley
5. Silvia Cortez
6. Nathan Pellegrin

7. Vincent Koo
8. Patricia Rom
9. Balamurali Sampathraj

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

Absent:
1. Andrew Park
2. Kelle Lynch McMahon

Guest: Mark Johnson - PIO (District)

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
I. Standing Items					
A. Call to Order			*11:35 AM*	A quorum was recognized	
B. Adoption of the Agenda			The draft agenda was adopted, as presented.	Motion 1 by Cortez, 2nd by Koo Motion passed	Approved agenda will be posted on the PBIM website
C. Approval of Minutes			The draft December 6, 2019 minutes were reviewed and amended. The changes can be found under Committee Reports, Berkeley City Colleges page 4.	Motion 1 by Bhatia 2nd by Rom Abstain 1 by Sampathraj Motion passed	Updated and approved minutes will be posted on the PBIM website
D. Public Comment			No report		

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I. Standing Items					
E. Committee/Council Reports (2 minutes each)			**Berkeley City College** Security cameras • New server was installed at BCC in January • Configurations are in progress. • Existing cameras are being added to the new system. • Vendor is installing and configuring servers District-wide. • Workstation for monitoring at BCC is pending installation. Ibis outlet replacement • All Ibis outlets on campus were recently replaced with newer versions due to defective units previously deployed. • Ibis outlets are programmed to be on/off per schedules to save energy during off hours. Embertec power strip deployment • Over 100 power strips were installed last year. (Phase 1) • Support software was installed for local power management on Windows desktop computers.	VC Lam: Information Technology (IT) will notify Risk Management via email that this is a State mandated requirement regarding safety	

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I. Standing Items					
			• Additional 60 power strips were recently received and are pending deployment during the next two months. (Phase 2) Windows 10 upgrades from Windows 7 (20+) • Upgrades in progress. • Expected completion by end of Spring semester. • SARS sign-in kiosks and Library staff computers require additional coordination due to active campus operations. SARS • Added SARS sign-in kiosk to Veterans Resource Center. • Replaced SARS sign-in kiosk at Learning Resource Center Open Lab with Windows 10 computer. Keycards /Lenel • Vendor support for Lenel keycard software, keycard readers, and keycard gateways is not available. • Recent keycard reader gateway issues were resolved by rebooting the server at District IT.		

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I. Standing Items					
			• Newer classrooms do not have keycards. Business Office has to issue keys. Security guard assists to open doors. Student ID cards, Laney layout, update layout • The most recent student ID card layout by Laney requires updates. • Student ID cards need to include information indicated in California Senate Bill 316 (SB-316) regarding suicide prevention, domestic violence, and crisis assistance. • The Peralta Police Services number needs to include area code in order for current dialing to work properly on cell phones and land lines. BCC Technology Committee • BCC TC members reviewed APU technology requests. • BCC TC members will further discuss about APU requests in upcoming meetings. VC Lam: Student ID card are required to have additional safety information.		

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I. Standing Items					
			Currently, the colleges do not have this information updated correctly		
			College of Alameda Sampathraj reports**:** • New semester launched successfully • Supporting Institutional Self-Evaluation Report (ISER) for accreditation • College of Alameda's security cameras are up and functioning • Laptop refresh in process for faculty. Faculty were given several choices including apple mac book, Lenovo and Microsoft surface, and regular desktops • We are compiling the list of desktops and laptops needed for the new liberal arts building		

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I. Standing Items					
			Laney College Bhatia reports: • 25 new iMacs were setup in the media lab. • The Laney Tech Planning Committee (TPC) is working in prioritizing the Technology requests from the college APU's and CPR's • The TPC is working on accreditation standard 3C on the technology parts • 30 new PC's will be setup in the Welcome center • The Oakland Roots will be playing in the Laney Soccer field. IT is assisting with the network requirements for this project.		
			College of Merritt Waiting for College updates		
			Distance Education No report		

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I. Standing Items					
			Pernell comments: • All four colleges are going to join the California Virtual College/Online Educational Initiative (CVC-OEI) Consortium. • Joining (CVC-OEI) will allow PCCD to advertise our online classes on the exchange. In order to advertise our classes exchange, we need to meet the quality standards, as well as include offering online tutoring and online counseling services. These additional services will impact Information Technology (IT)		
I. Carried-Over and New Items					
Accreditation Standard III • **District/campus delineation for framework/response(s)**	In concert with college Technology Planning Committees, create a comprehensive	Strengthen Accountability, Innovation, and Collaboration	Pernell reports: VC Brown reported to the District Academic Senate that the Vice Chancellors are working very hard to provide responses for the Accreditation Report. It is important		

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	technology plan		that the four colleges communicate the same message.		
PeopleSoft Update • **College/district: Overall Replacement Plan (Measure G)**		Strengthen Accountability, Innovation, and Collaboration	**IT Refresh/Replacement Plan:** Bhatia and Rom provided the draft of the plan for Laney and Merritt. Drafts are pending from Sampathraj and Koo for College of Alameda and Berkeley City Colleges respectively		
• **Windows Server 2008/2008R7 and Windows 7 (End-of-life)**			VC Lam: A list of Windows Servers 2008/2008R7 and Windows 7 that will require extended support while the colleges continue their migration efforts/plans, will be provided to IT	VC Lam: Colleges to create a list to give to District IT	
• **Proctorio & Respondus-Proof Concepts**			VC Lam: • Inger Stark, Distance Education, will represent		

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I. Standing Items					
			Canvas/Distance Education (DE) • Two vendors have been chosen for proof of concept • Effort underway		
• **SARS – Proof of Concept**			VC Lam: • The installation has been completed • Transitions to business (COA) to determine demo schedule with counselors • Cranium Café is another vendor that has been selected for proof of concept		
PeopleSoft Update			VC Lam: • No available funds for the project • Information Technology (IT) will re-negotiate the contract to pay quarterly in arrears to accommodate for a lack of funds while Measure G is being discussed		

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I. Standing Items					
Miscellaneous			• State Library System (Ex Libris Alma) implementation was completed successfully	IT is working with California Community Colleges (CCC) Tech on statewide Single Sign-On (SSO) for the Library System	
II. Adjournment			1:35 PM		
III. Next meeting			March 6, 2020		