

**District Technology Committee (DTC)
Friday, February 3, 2023**

Minutes

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

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

Action: 2.01 Adopt the Agenda February 3, 2023

Motion 1st by Pellegrin, 2nd by Ekici.

The motion passed unanimously.

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

Action, Minutes: 3.01 Approval of the Previous Meeting Minutes from December 2nd, 2022

Motion 1st by Sampathraj, 2nd by Bay

1 abstain.

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

Discussion, Information: 4.01 Public Comments on DTC Meeting Agenda Items

No public comments.

5. COMMITTEE/COUNCIL REPORTS (1.5 minutes each (10:50 a.m.))

All the attached reports are in the BoardDocs Agenda [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 - Saurav Pudasaini

Absent

Information: 5.03 Laney College IT - Acting Director Balamurali Sampathraj

The report is attached to the BoardDocs Agenda.

Information: 5.04 Merritt College IT - Patricia Rom

The report is attached to the BoardDocs Agenda.

Information: 5.05 Distance Education - Dr. Didem Ekici - COA ESOL Department Co-chair/Faculty - Distance Ed Coordinator

The report is attached to the BoardDocs Agenda.

Information: 5.06 Marketing, Communication & Public Relations - Dr. Mark Johnson - District Executive Director

The report is attached to the BoardDocs Agenda.

Information: 5.07 Planning & Institutional Research - Dr. Francisco Herrera - Associate Vice Chancellor Office of Institutional Research Department of Academic Affairs and Student Success

Herrera's report:

- District IR exploring data warehouse migration to Oracle Analytics Cloud platform
- Student survey closing data collection this week, focus groups to occur later this month
- District IR staff will be holding training sessions for the Professional Development Learning Center

6. CARRIED OVER AND NEW ITEMS (11:00 a.m.)

Action: 6.01 Evaluation Survey - A. Mehoulley - 10 minutes (11:10 a.m.)

The Co-Chair Goldstein read the results of the DTC evaluation survey. Ten of thirteen DTC members filled out the survey.

DeLeon, Note-taker, will send the results to all the members for their review.

Action: 6.02 Confirm Membership - A. Mehoulley -5 minutes (11:15 a.m.)

Confirmed.

Action: 6.03 Elect Tri-Chair - A. Mehoulley - 10 minutes (11:25 a.m.)

Goldstein suggested adding an agenda item for the next DTC meeting to elect a classified Tri-Chair.

Action: 6.04 Finalize Committee Goals - A. Mehoulley- 10 minutes (11:30 a.m.)

Mehoulley discussed and the committee approved the following goals:

a. Matrix - Prioritization of Technology Master Plan:

Mehoulley encourages the committee to stay on schedule this year regarding prioritization for the 4 colleges.

b. Training:

Microsoft starts free training for all staff this week. Negotiating with Apple to begin free training too. It will focus on devices for Faculty. Mehoulley mentioned that some training may require payment and this committee has a great voice to advocate to maintain ongoing training.

c. Students' journey:

A consulting company, Kathy Bader - Highpoint, was hired to map the student journey process: Studying, Staying In and Getting Out. These projects will enhance the Campus Solution system.

Fedorova suggested two items to the committee: 1. Mandatory security training. 2. Include Artificial Intelligence (AI) in our language. Mehoulley responded to question number 1 that there will be security training that will be soon released to everybody. Question number 2: there

was a meeting with Apple regarding AI. Mehouelley will bring it as an agenda item.

Goldstein suggested establishing learning centers in local neighborhoods in the future. Mehouelley responds that it will be a noble item to discuss with PGC.

Motion 1st by Pellegrin, 2nd. by Fedorova
The motion passed unanimously.

Action: 6.05 Single Sign-on - (SSO) A. Mehouelley - 10 minutes (11:40 a.m.)

The Single Sign-on project is part of the PeopleSoft Phase 3 project. Implementation of the Single Sign-on project is important so that students can avoid signing on several systems: emails, Canvas, and Campus Solution, with different ID numbers.

The Single Sign-on project will provide a single login for students to access all Peralta applications. Our goal is to make sure the students can reset their password and enroll to MFA (Multi-Factor Authentication).

Peralta passed the security assessment Districtwide, and the State of California awarded us with one-time funding of \$200,000.00 to strengthen our ongoing security.

Motion to support the endorsement of the use of \$200,000 for Single Sign-on security measures.

Motion 1st. by Koo, 2nd. by Pellegrin
Mehouelley – Yes
Goldstein – Yes
Joe – Yes
Fedorova – Yes
Motion passed.

Information: 6.06 Security Update - D. Park - 5 minutes (11:45 a.m.)

The report is attached to the BoardDocs Agenda.

Information: 6.07 PeopleSoft Update Phase 2 and Phase 3 - A. Mehouelley - 10 minutes (11:55 a.m.)

PeopleSoft Phase 3: The Chancellor, Janette Jackson, has asked to focus on two major initiatives:
1. Campus Solution - Students' journey and 2. Finance.

Information: 6.08 IT Services Update - D. Park - 5 minutes (12:00 p.m.)

Park reported:

- SSPR activated for all accounts
- Proposal for the Network Infrastructure Refresh Project being prepared for the 2/28 Board mtg (approved by DTC last year)
- Security Camera Refresh Project: Wireless networking equipment installation in progress.
- Keyless Entry Project: Surveying underway.
- New Help Desk staff member starting.
- 1300 support tickets in January.

- 7. ADJOURNMENT - 12:00 P.M.**
- 8. NEXT MEETING - March 3, 2023**