

District Technology Committee (DTC)
Minutes Friday, October 6th, 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)

Lilibeth Mata Juarez – PCS Rep

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.

Quorum: Yes

1. CALL TO ORDER (11:00 a.m.)

2. ADOPTION OF THE AGENDA (11:05 a.m.)

Action: 2.01 Adopt the Agenda October 6th, 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 May 5th, 2023

Motion 1st by Bay, 2nd by Swiencicki

One abstain.

4. PUBLIC COMMENT (11:15 a.m.)

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

Roberto Gonzalez, Classified Senate President (CSP), mentioned that he doesn't have any volunteers to appoint as a Tri-Chair for this committee at the moment. Gonzalez and Jamille Teer, SEIU 1021 Chapter Vice-President, encouraged the committee to identify a classified

member from this committee; she also remarked on the leadership opportunities of being Tri-Chair.

CTIO Mehoulley agreed on the importance of having the Tri-Chair as soon as possible.

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

Information: 5.02 College of Alameda IT - Balamurali Sampathraj

The report is attached to the BoardDocs Agenda

Information: 5.03 Laney College IT - Christopher Moore

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 - Dr. 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

Absent

6. CARRIED OVER AND NEW ITEMS (11:35 a.m.)

Information: 6.01 Security Update - D. Park - 5 minutes (11:40 a.m.)

The report is attached to the BoardDocs Agenda

Information: 6.02 PeopleSoft Update Phase 3 - CTIO A. Mehoulley - 15 minutes (11:55 a.m.)

CTIO Mehoulley reported Phase I: IT updated the platform from 9.0 to 9.2. Phase II: There are 7 new Modules: 3 for Finance and 4 for Human Resources. Phase III: Student Journey, Kathy Bader, Consultant at Acamar Associates, is in charge of the business process. CTIO Mehoulley emphasizes that the business process is different from the technology support. There are challenges in the business process, for example, in the contract module, Peralta CCD counts on a lawyer outside Peralta CCD. Los Rios College has lawyers inside the colleges and the process is more efficient. Moreover, all Peralta CCD contracts must be reviewed by a lawyer; Los Rios College contracts are only reviewed internally by a Paralegal if they are over \$500,000 and go to

the Board. Peralta CCD processes mean the purchase of a computer takes 2 to 3 months longer than the other districts. We are conscious that we need to have conversations about it because it affects our business.

CTIO Mehouelley reported that the Student Journey consists of Single Sign-On to facilitate student access and it will be tested and it will be ready soon. E-Form: Dr. Tina Vasconcellos, Associate Vice Chancellor of Educational Services and Accreditation Liaison Officer, is leading this project. Dr. Vasconcellos created a work group to be more efficient and we meet every Monday. The goal is to reduce the steps to two or a maximum of 3 steps. The committee has completed 13 forms and these have been sent to Oracle for review.

Information: 6.03 IT Staffing Challenges – CTIO A. Mehouelley – 10 minutes (12:05 p.m.)

CTIO Mehouelley reported that he is looking at what districtwide staffing model might be best for IT. CTIO Mehouelley will check other colleges to see what they are doing and bring his recommendations to the DTC for discussion. After that, CTIO Mehouelley will present his findings to the Participatory Governance Council (PGC) and then make a recommendation to the Chancellor regarding the IT staffing challenges.

Roberto Gonzalez mentioned that it is important to consider better compensation for the staff.

Mark Johnson confirmed that AP for the remote hybrid process has been approved by the PGC and presented to the Board of Trustees. Waiting for the form to be added to PeopleSoft. Roberto Gonzalez will send a remote/hybrid form to CTIO Mehouelley to expedite the process. Mark Johnson added that after the form has been accepted, Dr. McKinley and Johnson will collaborate on the announcement to send it districtwide.

Information: 6.04 Data Center Condition Update – CTIO A. Mehouelley – 10 minutes (12:15 p.m.)

CTIO Mehouelley reported that the Data Center was without a heater for almost a year. Also, the roof had leaks and thanks to DGS these were fixed. The goal is to remove all the old equipment and replace it with new equipment. We will continue cleaning up the Data Center.

Information: 6.05 Training – CTIO A. Mehouelley – 10 minutes (12:25 p.m.)

CTIO Mehouelley reported that Security Training is a challenge because it is not mandatory. The State Chancellor's Office, the insurance companies, and the Department of Education (DOE) are asking that Security Training be mandatory. It is important to understand how huge this problem is. For example, the City of Oakland, CalPERs, and colleges have still not recovered from cyber security attacks. Technology alone will not resolve this problem; training people gives us a human firewall for additional protection. Even though IT is sending security messages every week, people are still having problems with scammers. If we do not have MFA, we lose our cyber security Insurance. We will continue working with the Professional Development Learning Center (PDLC) for cybersecurity and Single Sign-on training and include them for Flex Day.

Information: 6.06 IT Services Update - D. Park - 5 minutes (12:30 p.m.)

- Network Infrastructure Refresh Project: BCC Firewall, BCC Core
- A&R - EForms, requirements gathering
- CVC-OEI Project is completing
- ESOL Course Mapping
- Hourly Part-Time Programmers
- DGS BMS controller project
- 1095 Tickets for September

7. ADJOURNMENT - 12:30 P.M.

8. NEXT MEETING - November 3, 2023