Technology Committee Meeting

Minutes

Meeting Date: September 19, 2018 **Meeting Time: 3:00-4:00pm**

Vision
Compton College will be the leading institution of student learning and success in higher education. **Mission Statement** Compton College is a welcoming environment where the diversity of our students is supported to pursue and attain academic and professional excellence. Compton College promotes solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for transfer, completion and lifelong learning.

Meeting Participants

___ Andrei Yermakov	___ Eduardo Estrella	___ Andree Valdry
___ Rodney Murray	___ Nicole Gordon	_A_ Gary Narusawa
___ David Maruyama	_A_ Brent Kooiman	__ Thomas DeHardt
___ Art Leible	_A_ Celia Valdez	_A_ Dale Ueda
___ David Simmons	_A_ Clifford Seymour	___ Jihoon Ahn
	___ Davionte Morrow	___ Marc Rangel

- **Review and Approve Minutes from the May 30th meeting**
    - A motion was made and seconded to approve the minutes from the May 30th meeting.
    - Andrei went over the functions of the Technology Committee and all members introduced themselves. Andrei explained that the committee makes recommendations to the board, which is governed by the District.

- **Update/ History**

    - Andrei talked about Compton College's initial accreditation back in June of 2017, and explained to the committee that the college has 2 year time frame to implement all the systems to be a stand-alone College.
    - As of today all staff have been moved over to Office365 (Compton.edu) Faculty is scheduled migrate in spring 2019.
    - There was some concern with support with the ERP/ SIS systems. Andrei explain how much support will be available after the different modules go live. He also mentioned that the technical support will always be available.
    - Andrei always informed the committee that certain departments are currently going through extensive training and testing on the modules now (financial aid & admissions and records)

- **Banner ERP/SIS implementation**

    - Banner implementation is going full speed ahead, 20 training sessions completed. The IT staff are attending as many trainings as possible.
    - Jihoon explained that they are creating step by step process for different department procedures with these new systems. (more discussion on training and business processes)
    - Creating library for specific departments so that if someone is out task and procedures can still be completed.
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- **TouchNet/ One Card and payment processing**

    - Already made agreement with TouchNet (2 components)
    - OnCard- student identification cards , will include a picture station for I.D. (will be able to make ID cards) and there is also an option for a mobile app
    - Payment processing, fee payment and aid disbursement is the other component that will be available to students. They will be able to see outstanding fee, pay for parking permits and other fees with this system.
    - Direct deposit of aid disbursement will be available for students that provide banking information. This will speed up the time of students receiving their aid.

- **Banner date migration**
    - Consent from students needed to transfer information from El Camino
    - Will create a simple registration process for students returning to Compton College.
    - Jihoon is working on the data migration
    - Jihoon explained the process to the committee
    - More discussion on the data transfer range – (any active student from 2016 will be sent a consent form to have data transferred)

- **Banner Document Management System (BDM)**
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  - Will have the ability to store old paper record. Will allow students to upload documents as a part of the registration process and those documents will become a part of the student record.
  - Staff will also be able scan documents directly into the students file

- **Compton College CCC Apply portal**
  - Working with Chancellor's office, portal will be open in November for students to apply for summer and fall 2019. The applications will sit in CCC Apply until Jan. 2019
  - Discussed the financial penalty that will come to those colleges that do not have the security measures in place
  - There was some discussion about spam and phishing attacks and deepfreeze software in labs to prevent students from accessing spam
  - More discussion about who is likely to expose system to spam (temps, p/t student workers) that are on office computes
  - Talked about training so that staff know about spam (video training)

- **Credential Solutions transcripts services**
  - Better service for students to obtain transcripts.
  - Allows other institutions to request and obtain transcripts
  - Moving forward all transcripts will be with Credential Solutions
  - (E-transcript system) Statewide allows transfer without paperwork
  - Pre 2005 will be using Parchman

- **Microsoft System Center Configuration Manager (SCCM)**
  - David discussed (SCCM)
  - More responsibility over systems and the ability to control desktops remotely.
  - Push out software updates remotely
  - All staff have been trained
  - Once all computers are changed over this tool allows maintenance to be completed in bulk remotely
  - Other services will also be added to this tool (for maintaining network sysyems)

- **DISCUSSION ITEMS**

- **Technology Master Plan Update**
  - Future goal of the committee is to review , modify, and make corrections to Technology Master Plan
  - Look at what needs to be done and recommendations can be made
  - Cliff will report on Special Resources to accommodate students (to be included in Technology Master Plan
  - More discussion om technology requirements for faulty

- **IT Policy**
  - Policies will govern the department, need to decided what will be implemented

- **508 Compliance**
  - Cliff will present at the next meeting

- **Q&A**
  - Some discussion about AB708 (English) (registration software)
  - Talked about the many reboots last week (Malware at El Camino cause it)
  - Discussion about CIS supplies for future Network class
  - IT has surplus that can be used for that class (just need to get a list of supplies to IT)
  - Some discussion on the MyECC set up

Meeting Adjourned

The Next Scheduled Meeting
October 17, 2018- 3:00pm