



**Technology Coordinating Council  
October 20, 2020**

**Minutes**

**VOTING MEMBERS PRESENT:** Cherry Li-Bugg, Kathleen McAlister, Eric Bladh, Treisa Cassens, James Garibaldi, Azin Biatani, Quamrul Shahid, Dani Wilson, Gary Graves, Richard Smead, Darnell Kemp, Kristina de la Cerda, Janet Cagley, Maureen Borillo

**RESOURCE MEMBERS PRESENT:** Co Ho, Geoff Hurst, Morgan Beck, Allan Abutin, Peter Maharaj

**ABSENTEES:** Marc Kepler, Stela Keri, Megan Debin, Christie Diep

**APPROVAL OF MINUTES:** A motion was made by Gary Grave to approve the minutes of September 15, 2020; seconded Darnell Kemp and approved by all.

**DRAFT SERVICE DELIVERY MODEL:** The Model looks to be complex and perhaps can be simplified.

**IT SERVICE DELIVERY CHANGE MODEL:** Treisa Cassens brought back concerns that Cypress College Deans had regarding the IT Service Delivery Change Model; specifically, as it related to service delivery changes at the campus level. Discussion ensued regarding technology committees on the campuses and how technology decisions are made at the campus level. Co Ho suggested we do a test run of this model with the Microsoft Tenant Consolidation project. Cherry Li-Bugg agreed to draft the IT Service Delivery Change Model with regard to Tenant consolidation and bring it for TCC review at its next meeting.

**AP320 REVISIONS:** Cherry Li-Bugg said there have been changes made to AP3720. She said the League sends updates in terms of legal updates. Cherry said that the deletions had a strikethrough and the additions were underlined. After much discussion there was a motion by Richard Smead and seconded by Gary Graves and approved by all. This will now be moved to DCC for approval.

**REVIEW OF NOCCCD PASSWORD GUIDELINES:** Morgan Beck brought the NOCCCD Password Guidelines for discussion. The guidelines were discussed to make the passwords greater in length with multifactor authentication (MFA). The suggestion by the security sub-committee was to make them a minimum of 10 characters. The sub-committee will come up with a roll-out date at a later time. A motion was made by Gary Graves and seconded by Richard Smead and approved by all.

**PROJECT UPDATES: DEGREEWORKS, PORTALGUARD, myGateway:** Geoff Hurst discussed the replacement of our single sign-on with PortalGuard. He said that I.S. Steering will be involved in the discussions regarding the changes. Geoff Hurst also reported that another big project his staff is working on is DegreeWorks. He said it will have a new look and feel. There will be training done before it's rolled out. Geoff also said that myGateway needs to be replaced and they are starting to look at how to transition out of myGateway.

**NEW SOFTWARE PURCHASED/PLANNED:** The following were reported as new software approved by the Board: College Scheduler, Starfish, Launch Your Career. Also, Geoff Hurst said they are looking into purchasing a new scheduling software and looking at different options.

Meeting adjourned at 4:37 p.m.

**NEXT MEETING:** November 17, 2020