

Technology Coordinating Council

Minutes/Action Items

9/19/2017

Committee Members Present: Cathryn Nieswender, Deborah Ludford, Cherry Li-Bugg, Dale Craig, Adela Gonzalez, Angela Boyd, Kristina de la Cerda, Matt Van Gelder, Maureen Borillo, Tim Nguyen, Hai Nguyen, Sang Nguyen, Gary Graves, Richard Smead, Treisa Cassens

Non-Voting Members Present: Adam Howard, Peter Maharaj, Morgan Beck, Nick Wilkening

Absent Entire Meeting: John Alexander, Stewart Kimura, Terry Gleason

Planning/Policy Items	Who brought	Discussion Date	Action/Comments
Approval of 5/23/17 Minutes/Notes	Deborah Ludford	9/19/17	Motion to approve the minutes of 5/23/17 by Gary Graves; 2nd by Treisa Cassens; Approved by Tim Nguyen, Sang Nguyen, Peter Teipe, Gary Grave, Treisa Cassens, Cathryn Nieswender, Cherry Li-Bugg, Richard Smead, Dale Craig, Angela Boyd, Adela Gonzalez, Matt Van Gelder, Deborah Ludford and Kristina de la Cerda. <i>Hai Nguyen arrived at 3:42 p.m.</i>

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Notes on Non-Action Items

9/19/17

Planning/Policy Items	Who brought it	Discussion Date	Action/Comments
Comments from the Audience on Agenda Items	Deborah Ludford	9/19/17	None.

General Items

Introductions/Welcome New Members	Karla Garcia	9/19/17	Introduce all committee members Deborah Ludford welcomed everyone back.
TCC Charter	Deborah Ludford	9/19/17	Will update with NOCE designation and correct links and return next month for approval.
2016-17 Issues List Status / 2017-18 Goals	Nick Wilkening	9/19/17	The group reviewed the list of accomplishments from 2016-2017 and set goals for this upcoming 2017-2018 year. It was noted that Gary Graves and Angela Boyd would like to participate in the myGateway and Mobile Applications Committee. Discussion took place regarding the searchable schedule. Adam Howard will take this to Student Team to discuss and review and will report to TCC on the status at a future meeting. <i>Maureen Borillo arrived at 3:58 p.m.</i>

TCC Meeting Schedule	Deborah Ludford	9/19/17	The future meeting dates for future were reviewed and it was decided that all meetings would now start at 3:00 p.m. instead of 3:30 p.m. <i>Cathryn Nieswender left at 4:22 p.m.</i>
Security Subcommittee Report	Nick Wilkening	9/19/17	Nick Wilkening updated the group on the progress of the subcommittee. Topics that are under discussion include FERPA

			training and password complexity. Nick also announced that there will be email updates for Cyber Security Month prepared the new training coordinator, Phil Lau. <i>Cherry Li-Bugg left at 4:28 p.m.</i>
AP3750 Status	Deborah Ludford	9/19/17	Deborah Ludford reported that Chancellor's Staff and Kai Stearns-Moore are still working on this. <i>Kristina de la Cerda left at 4:29 p.m.</i>
Proposed Technology Projects Approval Process	Deborah Ludford	9/19/17	Discussion of the proposed approval process took place with two suggestions. One to indicate that this is for software/system acquisition and not hardware refresh projects and secondly, that this seems to indicate a log-jam will occur at Chancellor's Staff. Deborah Ludford will provide this input to Chancellor's Staff.
Proposed Project Proposal Worksheet	Deborah Ludford	9/19/17	Discussion took place on the proposed TCO worksheet to be used for technology projects. This will be taken back to the constituent groups for input and will be brought back to TCC for approval next meeting.

Administrative Technology Items			
Network Refresh Update	Nick Wilkening	9/19/17	Nick Wilkening reported that we are in the Phase 2-Design vendor selection process. A decision will go to the Board October 10th. Phase 2 will be about 6 months long.
Supported Systems/Projects	Deborah Ludford	9/19/17	List of projects and the status was presented. This document will be available on the website and updated every two weeks to Chancellor's Staff and on the web.
I.S. Technology Plan 2016-18 Update	Deborah Ludford	9/19/17	Presented for information with our latest updates.
Disaster Recovery/Business Continuity	Nick Wilkening	9/19/17	Nick Wilkening gave an update on the progress in bringing up the DR/BC site. Nick noted that in April of last year the remote data center was installed in Chandler, Arizona. All of our data in Banner is replicated to this location. If an emergency occurs, we have the ability to recover all that information with a 48-hour turn around.
Cloud Solution Security Measures Guidelines	Deborah Ludford	9/19/17	To be discussed next meeting.
Website Guidelines	Deborah Ludford	9/19/17	To be discussed next meeting.
Mobile Computing Device Guidelines	Deborah Ludford	9/19/17	To be discussed next meeting.
Instructional Technology Items			
Educational Technology Steering Committee Update	Cherry Li-Bugg	9/19/17	No report. Meeting adjourned at 5:04 p.m.