

**PCCD Planning and Budgeting  
Integrated Model (PBIM) Committee Meeting  
District Technology Committee (DTC) Minutes  
April 13, 2018, 11:30 a.m. – 1:30 p.m.  
District Board Room**

**Membership - District Technology Committee (DTC)**

<b>Name</b>	<b>Role</b>	<b>Name</b>	<b>Role</b>
Jason Cole	Chair, VC of IT	Kelly Pernell	Co-Chair, Faculty IT Representative
Bryant Monrudar	Student Representative	Tim Hackett	Faculty IT Representative
Roberto Gonzalez	Classified Representative	Antoine Mehouelley	Director of Technology Services
Rupinder Bhatia	Director of College IT Services	Mark Swiencicki	PFT Representative
Alexander Hernandez	Classified Representative, SEIU 1021	Vincent Koo	College IT Committee Representative, Berkeley City College
Inger Stark	Distance Education Committee Representative	Keiko James	Note-taker (District) <b>NON VOTING MEMBER</b>

**Present:**

Chair: Jason Cole, Vice Chancellor of IT  
 Roberto Gonzalez, Classified Senate Representative  
 Mark Swiencicki, PFT Representative  
 Alex Hernandez, Classified Representative, SEIU 1021  
 Inger Stark, Distance Education Committee Representative  
 Antoine Mehouelley, Director of Network Services  
 Vincent Koo, College IT Committee Representative, Berkeley City College  
 Timothy Hackett, Faculty IT Representative

**Guests:**

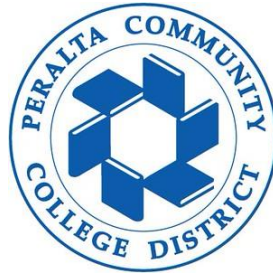
Juan Carlos Ramos, IT PMO  
 Chioma Ndubuisi, IT Director of PMO

**Absent:**

Co-Chair: Kelly Pernell, Faculty IT Representative  
 Bryant Munrudo, Student Government representative



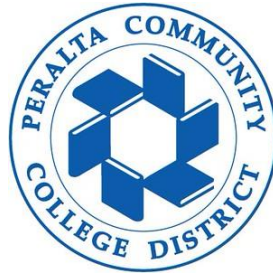
Agenda Item	Committee Goal	Strategic Plan Goal	Outcome
<b>I. Standing Items</b>			
-Call to Order	N/A	N/A	11:38am
-Adoption of the Agenda			<p>The agenda was adopted as presented, with the addition of new member Rupinder Bhatia, Director of College IT Services.</p> <p><i>Motion: Stark, Mehoulley</i> <i>Unanimous.</i></p>
-Approval of Minutes			<p>Chair Cole suggested to approve the minutes from February 2, 2018 and March 2, 2018.</p> <p><i>Motion: Stark, Mehoulley</i> <i>Unanimous.</i></p>
-Public Comment			N/A
-Sub Committee Reports			<p><b>OnePeralta</b> - Chioma Ndubuisi</p> <ul style="list-style-type: none"> <li>-There is still some confusion around the PeopleSoft upgrade as most are thinking that the PeopleTools is PeopleSoft. PeopleTools is not the same as One Peralta/PeopleSoft upgrade. This is evidence that more education on OnePeralta is needed.</li> <li>-Redesign of the Purchasing process is complete and the go live date is May 18th.</li> <li>-Completed work for Campus, HR, and Payroll modules of PeopleSoft and are working configuration for migration to 9.2.</li> <li>-System integration testing done 4/12. It was successful. Training will begin next week.</li> <li>-Verbal PO's are no longer acceptable.</li> <li>-May 21st is the go live date for the Finance arm of the upgrade. This will allow for Period end closing of books to happen on a more user friendly platform.</li> </ul>



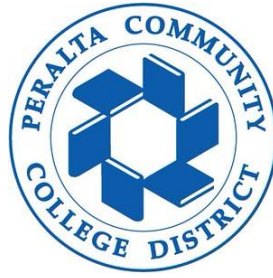
		<p><b>College Reports</b></p> <p><b>Berkeley City College</b></p> <ul style="list-style-type: none"> <li>-The Office of International Education moved to BCC from the District Office. Need to go through District IT to extract computers from District IT system and input into BCC system.</li> <li>-Working out process of annual program reviews.</li> </ul> <p><b>Merritt</b></p> <ul style="list-style-type: none"> <li>-Completed most of IDF server rooms and planned to completed by Wednesday, 4/18.</li> <li>-Advocating to hire more IT technicians.</li> <li>-DE Coordinator is being requested for hire. Library staff are asking for SSO of databases.</li> <li>-Next Technology meeting Thursday 4/19.</li> <li>-MPO meeting at 6pm on Friday, 4/13.</li> </ul> <p><b>Laney</b></p> <ul style="list-style-type: none"> <li>-Keyless electronic door project is in motion. Training and demos are commencing. Work will be completed by 4/15/2018, with the Field House slated for completion on Saturday 4/14. They will then move to next building.</li> <li>-Live 525 platform will be revived.</li> <li>-<i>Migrating to SolarWinds</i>. Alex did training and hopefully they can begin using SolarWinds next week.</li> <li>-Looking into Caltronics contract to see if they can get printers automated to send toner and other important supplies when needed.</li> <li>-RFP process is completed and should be able to advertise an upgrade for Laney.</li> </ul> <p><b>District</b></p> <p>Phishing emails have been interrupted. Most spam email to the general public of PCCD is not noticed because Safe Links interrupts these fake emails that contain</p>
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			<p>live links. These emails and links change all the time which will allow certain emails to get through.</p> <ul style="list-style-type: none"> <li>-Security audit under way. Cyber program at Merritt is doing an internal audit for issues.</li> <li>-Umbrella implements Cisco DNS which helps with the spam/bots/cyber security issue helping us get visibility in to the data base.</li> <li>-Working with Azure with migrating our large data in the cloud.</li> </ul> <p><b>Distance Education</b> One hundred and four (104) days left until Moodle ends. Nothing new in Moodle after July 24<sup>th</sup>.</p>
-Chair/Co-Chair Report			N/A
-Chancellor's Report			N/A
<b>II. Carried-Over and New Items</b>			
A. PBIM Evaluation			Survey has been completed by the DTC members.
B. Phishing Assessment			<p>With the scare that happened with the City of Atlanta. How can PCCD protect its data from being hijacked by hackers and held for ransom?</p> <p>All PCCD Faculty and Staff need to be educated on phishing in order to prevent from being hacked. The CCC Technology center provides training and we will make this mandatory. This training is all online. We will conduct a cyber security drill. The risk of conducting such drill is that faculty and staff can feel tricked.</p>



			<p>Motion: In order to protect PCCD from phishing scams and comply with federal standards, the committee recommends that the district run a phishing assessment using the CCC security center protocol, further that the data is then used to guide training and operations for the district.</p> <p><i><u>Motion: Stark, Gonzalez Unanimous.</u></i></p>
C. Peralta Security Information Response Team			<p>The information on SIRT would be to set up an information response team just in case there is a breach and student information is compromised. Most colleges and districts have something in place. A Risk manager is needed for the team. Who else should we contact to be on this team?</p> <p>Motion: Approve the creation of a SIRT by the district. VC of IT will bring back a proposed information incident response policy to DTC.</p> <p><i><u>Motion: Hackett, Hernandez Unanimous.</u></i></p>
D. CCC Security Mailing List			<p>A discussion is needed with the non-technical people of the Chancellors cabinet regarding these issues before any recommendations or motions can be put forth.</p>
E. TCO Development			<p>Struggle: What is PCCD IT going to do with TCO?</p> <p>Gartner recommends that the District upgrade desktops and laptops every five years. The colleges do not budget for technology upgrades and warranties as it is dependent on bonds and grants (and luck). It is good to have an umbrella policy on certain projects.</p> <p>The next meeting a good portion of the meeting should be dedicated to the</p>



			delineation of functions for software hardware and warranties. Questions to explore and answer: Who will advocate for the money for technology. Will it be the colleges or the district? How do you manage the budget line for Technology?
<b>III. Adjournment</b>			Meeting adjourned at 1:38pm
<b>IV. Next meeting</b>			<i>Friday, May 4, 2018</i> <i>11:30 am to 1:30 pm</i> <i>District Board Room</i>