



**PCCD Planning and Budgeting
Integrated Model (PBIM) Committee Meeting
District Technology Committee (DTC) Minutes
September 7, 2018, 11:30 a.m. – 1:30 p.m.
District Board Room**

Membership - District Technology Committee (DTC)

Name	Role	Name	Role
Jason Cole	Chair, VC of IT	Kelly Pernel	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
Roxana Post	Classified Representative, SEIU 1021	Vincent Koo	College IT Committee Representative, Berkeley City College
Inger Stark	Distance Education Committee Representative	Keiko James	Note-taker (District) NON VOTING MEMBER

Present:

Chair: Jason Cole, Vice Chancellor of IT
 Rupinder Bhatia, Director of College IT Services
 Antoine Mehouelley, Director of Network Services
 Vincent Koo, College IT Committee Representative, Berkeley City College
 Timothy Hackett, Faculty IT Representative
 Co-Chair: Kelly Pernel, Faculty IT Representative
 Mark Swiencicki, PFT Representative

Guests:

No guest

Absent:

Roberto Gonzalez, Classified Senate Representative
 Inger Stark, Distance Education Committee Representative
 Bryant Munrudo, Student Government representative



Agenda Item	Committee Goal	Strategic Plan Goal	Outcome
I. Standing Items			
-Call to Order	N/A	N/A	11:35 am
-Adoption of the Agenda			<p>Agenda amended to add five minutes to Item C giving it a total of 20 minutes for discussion and subtract five minutes from Item D giving it a total of 5 minutes for discussion.</p> <p>Add Item E. PBIM Membership</p> <p>Agenda adopted as presented <i>Motion: Hackett, Pernell Passes, Unanimous.</i></p>
-Approval of Minutes			<p>Chair Cole suggested to approve the minutes from May 4 with changes on page 3, Sub Committee Report - College Reports</p> <p>Merritt College From: -Syed Hussain Dean of Liberal Arts & Social Science and tasked with overseeing Merritt College Distance Education.</p> <p>To: -Syed Hussain Dean of Liberal Arts & Social Science has been tasked with overseeing Merritt College Distance Education.</p> <p>Laney College From: -Smart classrooms are done. Secure All, Inc. is almost completed with installing electronic doors. They're waiting for a few more parts. -SARS Tract. Can we get a more modern tool for tracking and checking in students? Is there a district wide interest? Answer: There is an interest in this area and Canvas does have this capability and is a platform that is being considered for use.</p> <p>To: - The installation of the network piece for the Smart classrooms project is done.</p>



		<p>Secure All, Inc. is almost completed with installing the network piece for electronic doors.</p> <p>-SARS Track. Can we get a more modern tool for tracking and checking in students? Is there a district wide interest? Answer: There is an interest in this area and Canvas does have this capability and is a platform that is being considered for use.</p> <p><i>Motion: Hackett, Bhatia</i> <i>Abstain: Swiencicki</i> <i>passes</i></p>
<p>-Public Comment</p>		<p>N/A</p>
<p>-Sub Committee Reports</p>		<p>College Reports Berkeley City College -Proposal in negotiation for upgrade of network. -Running fiber from server to Vincent’s office. -Internet will move to Cnet which will be a free service from the state. This will be a saving of upwards of \$300k/yr. We will move that money to the Azure project which is moving everything to the cloud which will save PCCD in the millions/yr. -All faculty acquired new laptops. -</p> <p>COA N/A</p> <p>Laney -Smart Classroom Phase 2 starting this week. They are taking down the older generation of network. Seventy-one classrooms will be upgraded to smart classroom status. -Install 100 computers in the library. They will be connected to the district active directory which is a new step that was not there before. You can push out updates through a server at the district. Easier to maintain and proved more security.</p>



			<p>Merritt -Patricia Rom is back from surgery. -Need to work on a succession plan for Tony Hampton who is retiring next year.</p> <p>District -Cnet will be providing two lines to PCCD. One Oakland and the other in Sunnyvale so every college will have redundant fail over connection. Currently, all firewalls are one gig but moving over to Cnet will give PCCD 10 gigs. -SARS upgrade complete however, did face some challenges when it came online on Tuesday. -Security cameras are up and will be monitored by DGS.</p> <p>Distance Education N/A</p>
-Chair/Co-Chair Report			<p>VC Cole VC Cole's last day is October 5. It has been a pleasure to serve with you all.</p> <p>Co-Chair Kelly Pernell Thank you for serving us VC Cole. Requested that VC Cole provide a report on how to complete ONEPeralta as quickly as possible.</p>
-Chancellor's Report			N/A
II. Carried-Over and New Items			
A. Committee goals for 2018/2019			<p>Our two goals:</p> <ol style="list-style-type: none"> 1) Complete IT delineation of function with budgetary recommendations. 2) Develop a technology roadmap to support the vision for success and new funding formula



			<p>In order to avoid potential suspension of financial aid, avoid extra expenses with tax updates and to improve the student experience, the DTC strongly recommends allocation of all necessary human and financial resources for the completion of the ONEPeralta HR and CS go-live in Spring 2019.</p> <p><u><i>Motion: Mehoulley, Hackett Unanimous.</i></u></p> <p>Discussion: The goal is to provide data and recommendations to the colleges. How much will it cost to allocate duties and cost of IT. How much will the district be responsible for? How much will the colleges be responsible for? Concrete delineation and timeline will provide clarification. Who will set the table for the delineation? The Tech Committees at each college will be responsible for providing recommendations and budget. This will be presented at the DTC meeting so a formal decision can be made.</p> <p>Example: What are the technology plans that will help student enrollment/Guided Pathways/AB705/ with the funding in mind. Road map means building out A B and C to get to D. This once you have the roadmap then you figure out the steps to get to student success.</p> <p><u><i>Motion: To approve as amended. Hackett, Mehoulley Passes, Unanimous.</i></u></p>
<p>B. ONEPeralta update and status</p>			<p>Identified 8 priorities in order to complete OnePeralta.</p> <p>UAT is complete, will complete the planning check list for the go live.</p> <p>There will be an amended contract with Deloitte to give back all of the money not spent from Deloitte. Next go live date is now March 2019.</p>



			<p>Cutover will take 2 weeks. HR and CS will be down for 2 weeks while doing the cutover. Deloitte is are still partnering with PCCD and will give us a full cutover plan. Retesting will need to take place. Changes to student enrollment process is more streamlined i.e., improved class service , self-service payment plan, on line application on line, enrolling on phone, transfer credits will now be processed on the front end, the critical time line is next December 2019.</p> <p>ONEPeralta asking that we complete the ONEPeralta project. Please provide the resources to complete the project. Asking for \$800K to complete the cutover. There will also need to be 8 or more FTE to back fill. And Need to rehire a project manager.</p> <p><i><u>Motion: Cole, Hackett</u></i> <i><u>Passes, Unanimous.</u></i></p>
C. Support for IT team during VC of IT transition			<p>VC Cole is asking that DTC throw their support behind Antoine Mehouelley, Kyu Lee and IT during this transition of searching for a new VC. Currently, there are talks going on between the Chancellor and the IT department on whether there will be an interim in place or not while the search of VC takes place.</p>
D. Statewide Library Services Platform			<p>The Council of Chief of Libraries (CCL) will move to the Cloud. There will be one cloud based library plate form. IT has paid for the interfaces in the past. CCL wants a commitment from colleges that want to be in the first phase of the launch of January 2019 and to bee to be finished a year later. We should sign up soon to take advantage of the early bird special. Before 10/30/2018.</p>
E. PMIB Update			<p>Expand membership to each college committee.</p> <p><i><u>Motion: Hackett, Swiencicki</u></i> <i><u>Passes, Unanimous.</u></i></p>
III. Adjournment			<p>Meeting adjourned at 1:21pm</p>



IV. Next meeting			<i>Friday, October 5, 2018 11:30 am to 1:30 pm District Board Room</i>
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