Technology Committee

10/25/22 1pm – 3pm

[Recording](https://ccsf-edu.zoom.us/rec/play/5Q3u34Qio_3HS-o8TjRjMUp7xERGAXG2Kg0nNEfhP-3tfAa_27geZ18Wn9OHf4-gWL3KW1K-Wr5PBhmv.Psqo068OXVlfzSLX?continueMode=true&_x_zm_rtaid=LaYv7wMkReO7PQh-66_XrA.1666737996652.f4e58ba44ce81016fb7573882aed89a2&_x_zm_rhtaid=305)

Attendees: **Committee Members:** Jennifer Kienzle, Cynthia Dewar, Chien “Ken” Lin, Jerry Wu, Monika Liu, Michele Alaniz, Bo Huot **Alternates:** Dayamudra Dennehy **Guests:** Gerard Layug, Richard Velasquez, John Kennedy **Resource Members:** JR Hall, Cherisa Yarkin

Meeting notes:

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| No | Item | Discussion/Outcome |
| 1 | Next meeting(s) dates changes | Technology Committee meetings are typically held on the 3rd Tuesday of each month, but since that will be Thanksgiving, the November meeting will be held on 11/29/2022 |
| 2 | Agenda Review | Agenda adopted. |
| 3 | Monthly User Groups and Work Groups Updates | * Registration Platform RFP working group is finalizing the RFP with Purchasing. Working on a list of requirements for review of proposals. * Student services have fully implemented Language Line, which is available via iPads at all service locations. A&R offices in MUB are finding it very helpful. For noncredit students in particular, staff are also using the iPads with Language Line to assist with uploading vaccination information. * ITS general updates:   + IT networking staff are involved with relocation of offices and services from Conlan Hall. This involves over 120 new cables across the affected locations (600-700 bungalows, 3rd floor of Rosenberg), and support of the Bookstore move to Smith Hall.   + Symplicity software for DSPS is being implemented, working on the data import. Q: privacy of student data; is there a data sharing agreement? Action: Sheila Pontanares will be invited to report on this new software implementation at the next Technology Committee meeting. * Library: Lots of students are coming to the library with printing needs. Hope to have a printing solution soon. Continuing to check out technology to students (laptops, chrome books, hot spots). For Canvas, had to update the badges system; students can get badges after completing a library workshop.   + OLET: Exploring the use of Badgr paid version. Looking for input from faculty. Can Technology Committee help spread the word? Response: Library uses Badgr to award 15,000 badges per year. Action: Jen and Michele will present on Badgr at the next Technology Committee meeting.   + ReadyGo for syllabi – this is the first semester of use, will survey faculty about their experience using it toward the end of the semester.   + Added IOTL to train more faculty. |
| 4 | IPQS tool | IPQS is IP Quality Score software to combat fraudulent enrollments. Used at point of application submission, and at registration and enrollment. Financial Aid is leading finalization of vendor contract, pending approval of VC and Chancellor. Intent is to minimize fraudulent applications, enrollments. |
| 5 | Student printing solution | ITS is working toward implementing enterprise level printing solution for students. Current working with Bursar on payment gateway, then will create IDs and logins to test. Will preview with students and then check with computer labs to see who is interested in joining in. |
| 6 | Standardized Maintenance Dates-Modification and Work Group Update/Tier Update Document | Blackout Maintenance Dates for 22-23 - this remains one of the Technology Committee’s Objectives. Anticipate update next meeting. |
| 7 | Technology Acquisition Process | Technology acquisition draft process now includes incorporated feedback from OLET/Alex Hosmer, which focused on accessibility testing, and not taking the vendor’s assurance as sufficient. Idea is for OLET to take lead in testing instructional technology, ITS lead for general business technology. |
| 8 | Splashtop, Fall 2022 | Orders have been submitted for Splashtop licenses based on requests from instructional departments. Total of 117 licenses, paid up through 6/30/2024. See department list in Technology Committee folder: <https://citycollegesf.sharepoint.com/:w:/s/TechnologyCommittee/ERV9EwhlIqRAhyJLcAoqDKMBf2vNq2wNlbCoqj_KOu_E8A?e=Li0aJXP> |
| 9 | Computer Labs Work Group | Work Group will have first meeting this upcoming Friday afternoon. For information, see the Workgroup Teams folder. Topics include how to inventory what we have which will involve reaching out to department chairs and program leads, and defining what we mean by “computer lab.” |
| 10 | Zoom Recordings Management | Deferred to next meeting. |
| 11 | Fog sites | Fog server was originally raised by the Computer Science (CS) department in 2019, conversations about who is impacted, who wants to be involved. ITS provided an SSL access report in 2019 that was helpful and showed main departments using Fog to be CS, Earth Sciences, and Learning Technology, along with others at lower use levels. ITS made an effort in 2019 seeking to identify ownership of the Fog server, and also brought the server up to date by identifying and addressing 1 high and 3 medium vulnerabilities.  Q: Who will outreach to stakeholders? What will the Technology Committee role be?  Next steps:   * + Review updated access report to identfy current users   + Outreach to users with goal of sunsetting/removing low-hit-rate items   + Work with high-use departments to discuss how to keep the server secure and up-to-date |
| 12 | Technology Acquisition Review | Exploring possibility of creating Hyflex class offerings. Dayamudra has written a white paper on this topic. She recently presented to the Curriculum Committee, but there are also technology implications. |
| 13 | Google storage | We are close to the goal of 163 TB (currently at 193 TB). Should be under 140TB by end of October. How we got there: reached out to top 5 users accounting for 350 TB, gave 30 days for response. Included 2 current non-faculty employees and 3 former student workers who have not been enrolled since 2019 – all other students not enrolled since 2019 went through the cleanup process previously. Four complied. Will provide update next meeting regarding Employee Google accounts. |
| 14 | Other items | * + Student Affairs – Student communication planning update – Monika   + Ghost Students - Guillermo (invite) - what State Chancellor offers to address financial aid fraud, what could be shared with faculty.   + Jen and Michele will present on Badgr at the next Technology Committee meeting.   + Dayamudra will present Hyflex at next Technology Committee meeting |