

**Technology Coordinating Committee (TCC) Regular Meeting Minutes**  
**Friday, May 9, 9:00am - 10:30am**  
*Prepared by: Ann-Marie Fisher*


**Attendance: 11 voting members, 1 non-voting, and 11 guests, total of 23 attendees. (note: 8 voting members required to meet quorum)**

| <b>Chairs (3)</b>   | <b>Classified Senate (3)</b>                              | <b>Student Senate (2)</b>                                |
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| <input checked="" type="checkbox"/> Bruce Griffin (DO CTO) (non-voting)         | Christina Davis (CC)                                      | <input checked="" type="checkbox"/> Theresa Pedrosa (CC) |
| <input checked="" type="checkbox"/> Christina Davis (CC Classified Supervisory) | <input checked="" type="checkbox"/> Cathy Gould (DO)      | <input type="checkbox"/> Heba Munad (LPC)                |
| <input checked="" type="checkbox"/> Jeff Judd (LPC Faculty)                     | <input checked="" type="checkbox"/> Kat King (LPC)        | <b>Guests:</b>   |
| <b>Administration (4)</b>   | <b>Academic Senate (4)</b>                                | Ann-Marie Fisher    Kristen Whittaker                    |
| <input type="checkbox"/> Jonah Nicholas (DO)                                    | <input type="checkbox"/> Mona Abdoun (CC)                 | David Reed    William Kossow                             |
| <input checked="" type="checkbox"/> Sara Woods (ITS)                            | <input checked="" type="checkbox"/> Lisa Ulibarri (CC)    | Rachel Ugale    Jennifer Farber                          |
| <input checked="" type="checkbox"/> Nathaniel Rice (CC)                         | <input checked="" type="checkbox"/> Carlos Moreno (LPC)   | Wing Kam    Chasity Whiteside                            |
| <input type="checkbox"/> Stephen Gunderson (LPC)                                | Jeff Judd (LPC)   | DeAna Anderson    ReVoyda Starling                       |
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| <b>College IT Managers (2)</b>  | <b>Bargaining Units (2)</b>                               |  |
| <input type="checkbox"/> TBD (CC)   | <input type="checkbox"/> Debbie Fields (FA)               |  |
| <input type="checkbox"/> TBD (LPC)  | <input checked="" type="checkbox"/> Timothy Druley (SEIU) |  |

| <b>Item</b> | <b>Information/Discussion</b>   | <b>Action</b>   |
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|             | <b>Meeting called to order @ 9:00am</b>   |                 |
| 1.          | <b>Welcome and Quorum Check</b><br><i>For information: Quorum met at 9:03am</i>   |                 |
| 2.          | <b>Approve Today's Agenda (action item)</b><br>Christina Davis moved to approve<br>Cathy Gould seconded<br>Agenda approved with 6 yeas/0 no/ 0 abstention | <b>Approved</b> |

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| 3. | <b>Approve April 11, 2025 Minutes</b> ( <i>action item</i> )<br>Theresa Pedrosa moved to approve the February minutes.<br>Tim Druley seconded<br>Minutes were approved with 6 yeas/0 no/ 1 abstentions  | Approved |
| 4. | <b>Technology Coordinating Committee Schedule for Academic Year 2025 – 2026</b><br>a. President’s Weekend February 13<br>As the February 2026 TCC meeting falls on a District holiday, after discussion, the meeting will be moved to February 6 2026.  |          |
| 5. | <b>Fraudulent Enrollments</b><br><i>For information</i><br><br>CTO Griffin provided the update.<br><br>Fraudulent Enrollments continue to be a statewide problem with an estimated \$10 million in fraudulent financial aid went out last year, doubling from the year before. These are self-reporting numbers so the real amount is almost certainly higher. Given the amount of financial aid community college students receive, even if fraudsters collect \$100 million in financial aid in a year, that would only be approximately 3% of the total financial aid that community college students receive.<br><br>However, if any one college is hit hard, that’s real dollars that need to be returned to the federal government. Media coverage of fraudulent enrollments has led to California representatives to ask the Department of Justice and the Department of Education to investigate the California community colleges about what they’re doing about the fraud problem.<br><br>Chabot Las Positas CCD has done quite a bit on our end to mitigate fraud, most notably purchasing an AI tool that will be used to both screen applications before they even come into Banner as well as analyze students in courses and pull them out based on the criteria that we have established for fraudulent applications. There is also a financial aid component that isn’t quite ready but we will activate once it is ready.<br><br>That said, should we be audited by the State, or anyone else, CTO Griffin believes we are in a very good position to show what we’ve done to eliminate or dramatically reduce our fraudulent enrollment exposure. CTO Griffin also expressed his pride and confidence in the district wide effort to protect the district from fraudulent enrollments. |          |
| 6. | <b>Academic Software Purchase</b><br><i>For information</i><br><br>Discussion on the order for Academic Software for the colleges included Kat King (Distance Ed LPC) and Christy Davis (Distance Ed Chabot) and CTO Griffin. Aside from Chabot adding some hours for Net Tutor due to the Winter Intersession, both colleges kept the orders the same as last year.  |          |

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|    | <p><b>Academic Software Purchase (Cont'd)</b></p> <p>It was also noted that there is talk of moving away from Proctorio, however, a decision either way will not be made until it's time to order for FY27.</p>   |  |
| 7. | <p><b>MyPortal/SSB9 Update</b><br/> <i>For information:</i></p> <p>Kristen Whittaker, Manager of Apps Services, provided the update.</p> <p>On May 1, SSB9 Employee HR and Payroll went live and now whenever a user logs into MyPortal they will see these two locked cards. Every user (employees and students) will see these cards. The SSB9 and Classic CLASS-Web cards will be side-by-side on MyPortal in what we call a “parallel process” so users don’t lose Classic CLASS-Web but as more items go live in SSB9 such as “Employee” you will only see that on the SSB9 card and not the Classic CLASS-Web card. This parallel process will continue through September to give students and all users time to get used to the changes.</p> <p>On July 1, 2025, CLASS-Web login will move to MyPortal login meaning Classic CLASS-Web links are only through MyPortal. Users will need to access Classic CLASS-Web links through MyPortal.</p> <p>On September 2, 2025, will be another transition from Class CLASS-Web to SSB9. Student registration, financial aid, etc. will be accessed through SSB9 and the only Class CLASS-Web link left on the Classic CLASS-Web card will be Faculty (FLAC links). Apps Services will be working with Faculty on this in the Fall.</p> <p>There is now a weekly CLASS-Web Sunset to MyPortal meetings at 2pm on Tuesdays. If you would like to join the meeting to learn the latest on this project, please contact Kristen Whittaker and she will send you the invite.</p> <p>CTO Griffin brought up a couple points. It is important that folks in the TCC meeting relay a few takeaways to their constituents.</p> <ul style="list-style-type: none"> <li>• July 1 is NOT when CLASS-Web goes away but the old PIN pages goes away where you log in with a PIN number. The PIN page created a huge security problem so with that gone, things become more secure.</li> <li>• The only thing changing in July is how users get to CLASS-Web. Users will access it through MyPortal but nothing within CLASS-Web is changing.</li> </ul> <p>CTO Griffin also acknowledged his appreciation for Kristen Whittaker and her Apps Services team for their thoughtful approach to moving things over.</p> <p>Discussion ensued around Common Course Numbering but things are still in development so more to come in the fall.</p> |  |

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|    | <p><b>MyPortal/SSB9 Update (Cont'd)</b></p> <p>Please click on the pdf icon below for the MyPortal Project Status update.</p> <p></p> <p>MyPortal Project<br/>Status TCC 05 09 20</p> <p>To access MyPortal on the district website, click the link below.<br/> <a href="https://districtazure.clpccd.org/tech/myportal.php">https://districtazure.clpccd.org/tech/myportal.php</a></p>  |  |
| 8. | <p><b>CVC/OEI Update</b><br/> <i>For information:</i></p> <p>CTO Griffin provided the update. User acceptance training has started and the project continues to move forward.</p> <p>Kat King (Distance Ed LPC) added that she and Christy Davis (Distance Ed Chabot) were working on a web page for students that would help them learn more whether that's students from other colleges who are trying to navigate the CVC Exchange process or it's our students wanting to use the CVC Exchange.</p> <p>Christy Davis also wanted in the meeting record, an official "Shout Out" to Stacey Followill (DO-ITS Apps Services Team) who is, "amazing and really bearing the brunt of this part of the lift for getting us into the teaching college, so YAY, Stacey!"</p> <p>CTO Griffin concurred and suggested we make acknowledging Stacey being amazing (along with several other folks) a standing item.</p> <p>CTO Griffin and Christy Davis confirmed the hope is go live with CVC/OEI by June 26.</p> <p>Discussion ensued regarding how, as a home college, we can track the certificates our students complete at other colleges because we are supposed to be getting credit towards the skiff for that. Now that we're getting closer to the launch of CVC/OEI, such questions are arising. More to come.</p> |  |
| 9. | <p><b>District ITS News/Updates</b><br/> <i>For information:</i><br/> CTO Griffin provided the update</p>   |  |

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|     | <p><b>District ITS News/Updates (cont'd)</b></p> <p><b>a. Winter Intersession &amp; Compressed Calendar</b><br/>We are close to bringing on a project manager on the compressed calendar portion of this since it is less of an IT lift on the compressed calendar than there is working out with folks at the colleges faculty compression their syllabi. Schedulers getting the classes updated and into the new system with proper dates, which is a manual process course by course. A project manager will also assist with the change in attendance, accounting going from course hours to units.</p> <p><b>b. Barracuda Spam Filter</b><br/>This committee should know that we are replacing the Barracuda spam filter with Microsoft Defender. Barracuda performed no better than Microsoft Defender in our testing, and Microsoft Defender is included with our Microsoft campus agreement. The change should have minimal impact except it will save us approximately \$70,000 a year.</p> <p><b>c. Password Reset Tool</b><br/>Folks will be able to reset their password without calling the HelpDesk. Adjuncts will likely be helped the most by this upgrade. If they don't teach summer or fall but return in the spring, they'll be able to reset their own password. Instructions and notices will be sent out regarding this and in no way does it replace the HelpDesk! If users have a problem and need to contact the HelpDesk, there will be someone on hand to assist.</p> <p><b>d. Virtualization Move to Hyper V</b><br/>We are transitioning from VMWare to Hyper V, a Microsoft product that costs a dollar per server which will save the district nearly \$111,000 annually so this is a substantial savings. Thanks to Sara Woods and everyone on her team as well as the folks from Apps Services who may have been involved in this transition.</p> |  |
| 10. | <p><b>College Technology Committees News/Updates</b><br/><i>Information</i></p> <p><b>a. Chabot College:</b><br/>CTO Griffin briefly mentioned Chabot has been discussing the need for a prioritizing program to review requests.</p> <p><b>b. Las Positas College:</b><br/>Kat King provided the update. LPC wants to look at the surge in requests for Zoom Apps, etc. We don't have a clear process for vetting those from an economic standpoint, FERPA compliance, compatibility, accessibility, etc. so we would a process to properly vet software technology requests at the colleges but for Zoom, that impacts all district users, the idea was floated that the Tech Committee should develop such a process.</p> <p>CTO Griffin said we would add that to our goals for 2025 – 2026.</p>  |  |
| 11. | <p><b>Good of the Order</b></p> <p>Ann-Marie Fisher, EA to CTO Griffin mentioned she is working with Brian Goo on how to do electronic timesheets in Adobe Sign.</p> <p>Kat King mentioned at the last Distance Ed Coordinators meeting that there is a push to move to a statewide common technology platform. CTO Griffin said we would need to see if it is in the state budget but there is not a lot of support from many districts on using what is essentially the common ERP system so whether this gets off the ground will be interesting. The Collaborative ERP is beginning with small schools but it is debatable if it is more practical than just giving money directly to the small colleges to augment their ERP systems. Please click on the link below for more information.</p>   |  |

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|  | <p><b>Good of the Order (cont'd)</b></p> <p><a href="https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Information-Security-Technology-Innovation/common-technology-platform">https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Information-Security-Technology-Innovation/common-technology-platform</a></p> <p>Christy Davis reminded the Committee that the Zoom storage sweep is coming sooner than we think. Chabot is starting a campaign reminding faculty about this.</p> |  |
|  | <p><b>Meeting adjourned at 10:17 a.m. by CTO Griffin</b></p> <p><b>Future Fall 2025 Meetings: Sept 12, Oct 10, Nov 14, Dec 12</b></p>   |  |