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| **TESS Executive Committee** | | **January 30, 2015**  **Minutes**  **10:30 a.m. – 12:00p.m.** |
| **TOPIC** | **DISCUSSION** | |
| Introductions | Glen Kuck, Andy Chang, Jeremy Sims, Trelisa Glazatov, Jonathan Flaa, Jason Brady, Cory Brady, Dianna Jones, Rick Hrdlicka, Allan Braggins, Wayne Bogh | |
| Review of the Minutes | Minutes are posted on District web-site: <http://www.sbccd.org/District_Faculty_,-a-,_Staff_Information-Forms/District_Committee_Minutes/TESS_Committees.aspx>  Approval via email, motion to approve by Jeremiah Gilbert, seconded by Rick Hrdlicka | |
| Committee Charge | Develop, monitor, and update the Technology Strategic Plan and District IT Prioritization Process, ensuring alignment between the District-wide use of technology and the Board of Trustee’s imperatives; Review, prioritize and monitor District-wide IT projects.  Glen reviewed the Committee Charge for the new individuals in attendance. | |
| Tentative Schedule | 01/30/15 – Review Committee Charge; Prioritize Projects; Review Committee Work/Progress, Review DTSP Progress; General Business  05/08/15 – Review Committee Charge; Prioritize Projects; Review Committee Work/Progress, Review DTSP Progress; General Business Complete Annual Survey | |
| Written Reports | See handout    If there are any questions on any of the reports, you can contact the preparers individually. Their name is listed on the bottom of the report. | |
| Project Prioritization | No new projects requested.  Andy gave a brief overview of the main project the staff is working on, grey screen conversion. | |
| District Technology Strategic Plan | Glen, Jason, and Trelisa provided a verbal update of where the District is on the 2014-2017 SBCCD Technology Strategic Goals. | |
| Ellucian Mobile | Glen recapped the status of Ellucian Mobile. At the last meeting we were at a failed implementation with Ellucian. Glen recapped where we were now, the senior team at Ellucian is committed to making the project work.  As of January 5, 2015, Ellucian has solved the initial problem and the District is moving forward. | |
| Office 365 | Jeremy gave an explanation of Office 365 Pro Plus. Link and Azure Rights Management. Need to develop policies around the use of the products to protect the District. | |
| Miscellaneous | Glen discussed the Konica Minolta contract. Current contract is expiring, we have had a meeting with Konica Minolta and they are coming up with a new proposal after reviewing the needs of the District. The overall savings is $200,000 a year. The proposal will be stream lining the process in the Print Shop area. Konica has provided us with a piggy back bid and this bid is being validated by our Business Services department. The hope is the new contract will be implemented in May of 2015.  Glen discussed an ERP called Questa for HR and Fiscal Services. We will also be evaluating different Student Systems since the Ellucian contract will be expiring.  Glen indicated the need for encryption on all of District Mobile devices, i.e. laptops, tablets. CHC is encrypted, Valley and District is not. Jeremy will send out an email on the List serve to see what other encryption software is available.  Jason reported that both colleges are looking to replace their Scholarship program. He is in meeting with vendors and staff to determine the next step.  Alan reported that as part of State Chancellors office OEI initiative the push is to have one system. Allan is pushing for BB–Moodle and BB.  Cory reported that DAWG will be doing a Financial Aid audit next week. This will assist both Colleges to follow their required legal processes. | |
| Future Meeting | May 8, 2015 | |