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| **TESS Executive Committee**  | **January 27, 2017****10:30 a.m. – 12:00p.m.****Minutes****PDC 104** |
| **TOPIC** | **DISCUSSION** |
| Introductions | Andrew Chang, Jeremy Sims, Wayne Bogh, Celia Huston, Yvette Tram, Jason Brady, Rick Hrdlicka, Rhiannon Lares, DyAnn Walter |
| 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](http://www.sbccd.org/District_Faculty_%2C-a-%2C_Staff_Information-Forms/District_Committee_Minutes/TESS_Committees.aspx)Motion to approve by Rick Hrdlicka, seconded by DyAnn Walter.  |
| 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. |
| Written Reports | See handoutAndy asked the members in attendance to direct any questions on the committee reports to the individual that prepared it.  |
| District Technology Strategic Plan Overview  | Andy reviewed the accomplishments that have been made on the plan this fiscal year. A more detailed document will be forwarded next week showing how the goals stated in the plan have been reached1. Highlights and accomplishments from last DTSP

The Mobile application was implemented for both colleges. This was a big item to complete on the last DTSP. This implementation meets goal number five, “implement local technologies that facilitate access and interaction with campus and District resources.”The team is in the middle of implementing the ERP’S for fiscal and HR, this is to get the District fiscally independent. The HR ERP will be “go live” in May and the fiscal ERP in July. The hope is to be fiscally independent sometime in 2018. As part of several goals to leverage State Chancellors resources as well as increasing our systems stabilities and increasing access to our students, the District is part of two state wide projects. One is the Online Educational Initiative, transitioning the District from the Blackboard LMS to the Canvas LMS. Administrative application is also working with the Colleges to implement the Educational Planning initiative which is the Degree Plan, Degree Audit as well as Early Alert. On the Technical side, Jeremy, reported that the Technical Services Group implemented Regroup in place of Blackboard for the emergency notification process. It is a much more sophisticated system than before.UCCDX was implemented at Valley. This allows for students to call in and reach the right person to answer their question. If the individual is not available place the call in queue until they are available. There is talk about implementing this at the rest of the District, the committee is still working on getting these details done. Office 365, improved communication allows mailbox size, allows bigger attachments, skype, can access email from anywhere, store items in the cloud. Upgrade of firewalls and security. As the TESS Managers work on the development of the new DTSP, they will align the new plan as follows:  b. Will base DTSP off of several factors including: i. College Education and Technology plans ii. Board imperatives iii. District Strategic Plan iv. Factors affecting IT in general (Educause) |
| Project Discussion and Prioritization | Six new project requests for the Spring cycle. The requests are separated between Internal and Vendor projects. The vendor projects require contracting with a consultant and they would come in an implement the project but this still takes up internal resources because the team still has to Project manage and work with the consultants. Andy, Jeremy and Jason reviewed the new requests and gave a brief overview of them. After review the committee prioritized as follows: Internal Projects:1. Chart of Accounts
2. SLO cloud Service Ares Outcomes
3. Coding Residence Status

Vendor Projects:1. Colleague Customization review
2. District Website Redesign
3. Common Assessment Initiative
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| Future Meeting | May 5, 2017 |