



TESS Executive Committee

February 5, 2021 – 10:30 a.m. – 12:00 p.m.

Zoom Meeting

Agenda Items	Discussion
1. Introductions	Larry Aycock, Brandi Bailes, Yvonne Beebe, Luke Bixler, Shari Blackwell, Jason Brady, Paul Bratulin, Joe Cabrales, Andy Chang, Rick Hrdlicka, Rhiannon Lares, Melissa Oshman, Davena Peters-Burns, Jeremy Sims, Delmy Spencer, Mike Strong, Scott Thayer, Yvette Tram and DyAnn Walter.
2. 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 Motion to approve by Rick Hrdlicka, seconded by Delmy Spencer.
3. TESS Executive Summary Report – Luke Bixler	Luke Bixler reviewed the Summary report with the committee members and asked if anyone had questions. The Executive Summary only captures 2021-2022. Some of the projects will extend into next year and some items were what the pandemic provided.
4. TESS Technical Tactical Planning Update – Luke Bixler	<p>Luke Bixler reported on the Tactical Plan that focused on the five goals. Have been working on the goals since strategic plan to achieve each of those goals. The document was emailed out as part of calendar invite for each goal have year 1, year 2, year 3, priority initiatives. This is a lengthy document which Luke is sharing so the committee can have an overview of what the document is for and ask for feedback on it. Projects have been identified through a various set of committees. Luke stated that this document is a work in progress so please let us know if items need to be added so we can capture those.</p> <p>Paul Bratulin asked if this was an Executive Summary as it only captures 2021-2022. Luke stated that some of the projects will extend into next year but from a strategic standpoint this will put us through the next year. Some of which were what the pandemic provided. Luke asked for questions regarding the tactical planning document or any other key projects outside of the tactical plan?</p> <p>A discussion regarding deducting student fees out of financial aid was had. Andy Chang stated the work was done for that. However, Fiscal Services asked us to revert back to the previous because they needed the funding into their accounts. If able to move forward again, we would able to move back to</p>

	<p>where deductions happened prior to disbursement. Andy will reach out to fiscal and inquire about this.</p>
<p>5. District Technology Updates – Jeremy Sims</p>	<p>Jeremy Sims reported that they are working on security initiatives and implemented geoblocking on office 365. If you are in Russia, China, Korea or Japan that you cannot log into Office 365. Identified 3 student accounts that were compromised from those areas. Doing demo on a SIEM (Security Incident and Event Management).</p> <p>We are getting new employee which is an internal transfer for Technology Support Specialist 1.</p> <p>Through Program Review, campus police for require a security app. Chancellor’s cabinet brought up this as a replacement for Regroup. We brought in EverBridge who deals with security apps and mass communications like Regroup. A demo was provided for Marketing and Police to see if we want to move that direction. Scott Thayer thanked the group for the follow-up regarding the security response. Jeremy spoke more about Geoblock and the platform and how countries are selected.</p>
<p>6. CHC Technology updates – Melissa Oshman</p>	<p>Melissa Oshman reported that CHC is using App Stream for students for remote instruction. This is a much easier solution for students and faculty. App stream applies to any student account and is not tied to enrollment at all. There is no plan to tie this to enrollment in the future.</p> <p>They are continuing to address IT security vulnerabilities which is part of operations at this point. Also working on upgrading our FortiGate firewall at CHC in the Data center and moving on a backup solution to a new system called Veeam.</p> <p>We have been handing out equipment to staff to support remote instruction and provide assistance during this time of remote instruction to staff. We are also identifying computers that are on site that are assigned to staff and faculty in which we can work to replace with laptops for flexibility and ability during the time of Covid and help support instruction and work when we return to campus.</p>
<p>7. SBVC Technology Updates – Rick Hrdlicka</p>	<p>Rick Hrdlicka stated that they are working on security vulnerabilities, app streams, hot spots and laptops. Those include projects to replace all full-time employees’ laptops with docking stations. This helps to make the workforce more mobile.</p> <p>Other projects include updating all switch gear, software, firmware, upgrading North Hall with all of the instructional stations to new equipment and also B100 to new equipment. Lastly, working on the EIS update so we can get off of a security risk.</p>

8. Project Update and Prioritization – **Andy Chang**

Andy Chang reported that we are working on integrating with a statewide library system, which is a new level of integration, making changes to colleague programming for students who are non-residents and taking less than 6 units are being charged the resident rate, increasing limits from 15 to 11.

There are new fees for sponsorship disbursements like DSP&S. Both colleges are on an annual set-up and a consultant will be doing the programming.

We are working on a new fee for SBVC that is for remote health services where it's an opt in fee. This will be ready in time for the summer and fall registration period.

We are also in process of hiring the vacant position on the DE team. Trelisa Glasatov left 2.5 years ago and now we are able to fill position. It is currently being flown through HR and we hope to hire someone by early April.

Working on an online purchasing system for students and taking the next steps.

Helping both colleges evaluate curriculum software. We are talking about a WebAdvisor upgrade. The current platform is being sunsetted. This is still very stable software but needs to be upgraded to the current platform. We have worked with colleagues in Ellucian and the DAWG committee in documenting customization for past few years. Ellucian came in and provided what it would take to implement into Self Service. Worked with the DAWG committee to evaluate which customizations we wanted to keep, which portions would be on self-service and which will need to go. We also have something (student portal) and also Starfish to replicate in self-service. This is out of the box self-service but Ellucian states that they can customize. We are currently unsure of the exact timeline because Ellucian needs to know about the timeframe and funding for project. The goal would be to try to finish programming for this calendar year and will work with the colleges in planning out. Mike asked if Self-Service is more expandable but will we be able to use it as a self-serve payment service. Andy reported that Touch Net integrates with Colleague but as self-service integrates it will get redirected to Touch Net payment solution system. We are currently using the Pay Pal for fees. Tuition fees will possibly be moved over to Touch Net as well. The cost of Touch Net vs the cost of Pay Pal is currently in discussions. Ellucian has stated that by the end of 2021 everyone needs to move to Self-Service as they will not be supporting it anymore. We will still be available to run it but we will not be able to add any enhancements to it. As a faculty member, Yvonne Beebe stated there are things that we have to use such as class rosters, etc. Larry Aycock stated that some customizations will be made to customer service. Who is making decisions as to what we will keep for functionality on the A&R side for even legal reasons? Andy stated that this was brought up in the DAWG meeting by line

	<p>item. This is based off conversation through a couple of meetings with DAWG being the primary committee to get campus input. Paul Bratulin asked if we can give input into user interface customization. Andy shared that we are going through customization but based on functionality. Interface is what Ellucian has given us. We can create videos for students to learn how to use the new platform. However, we will ask Ellucian if they have any kind of tutorials available. If we use theirs, it will look like their site. Yvonne asked if there is faculty representation in DAWG. Andy stated that counselors and Instructional faculty are included.</p>
<p>9. CHC Academic Senate Update – Brandi Bailes</p>	<p>Brandi asked about DAWG. There is not a list of DAWG members posted on the website and it was asked that this be done. Andy Chang stated that he will update the website to reflect the members.</p> <p>Brandi reported that the Academic Senate chairs meeting discussed the Fall semester. Currently, we are unsure if the district will open for face-to-face instruction in the Fall.</p> <p>Brandi stated that AB 245 is regarding Educational equality and that transcripts and diplomas may need to be reissued regarding gender or name change. Davena Peters-Burns asked how to effectively implement our local processes for students who have both preferred name and legal name changes in place and how to make them more accessible to students.</p> <p>We are continuing to support our faculty in the online environment. No matter what state looks like regarding the pandemic, there will be a lot of online instruction for the Fall according to Instruction at this point.</p>
<p>10. SBVC Academic Senate Update – Amy Avelar</p>	<p>Not in attendance. No report given.</p>
<p>11. Other Business – Open Discussion - Committee</p>	<p>Rick Hrdlicka reported that there are a lot of funds going directly to students, with some going to technology for laptops or for Chromebooks to students.</p> <p>Jason Brady stated that one of the colleges is getting some Covid vaccines which is clearly a Covid related expense.</p> <p>We are having spam meetings for ccc apply with fraudulent applications moving in for courses. We Need to keep an eye on this and find ways of addressing. Joe Cabrales brought that matter up with VPI at CHC and expressed to faculty that they need to drop no shows. Rick stated that is hard right now because of Covid.</p>

12. Future Meeting Dates:	May 14, 2021 at 10:30 AM September 17, 2021 at 10:30 AM
13. Adjourn	Mike Strong made the motion to adjourn, Brandi Bailes seconded the motion. All approved. Meeting adjourned at 11:26 a.m.