Cypress College – Campus Technology Committee Minutes

	Cypress College			
		Report No.	CTC-December2019	Rev:1.00
		Owner:	Cypress College	
		Prepared by:	Taylor Garrett	
		Meeting Date:	12/11/2019	

Attended	Attendee Name	Department
	Christopher West	Financial Aid
X	Angela Haugh	Student Services
	Terry Gleason	Distance Education
	Kevin Peery	Library
	Marc Posner	PIO
	Cari Jorgensen	PIO
	Anastasia Thrift	PIO
	Teresa Johnston	EOPS
X	Peter Maharaj	Technology Services
X	Sierra Hegle	Student Services
X	Kyla Salas	Associated Students
X	Taylor Garrett	Technology Services

Item	Discussion/Presentation Details	Action	Status

A	Agenda:
	   1. Department Updates
	   2. Review of minutes/agenda from November 2019
	   3. Committee Reports
	   4. Campus Technology Updates
	      a. Network Refresh
	         i. VOIP Process
	         ii. Wireless
	         iii. Layer 1
	         iv. Firewall
	      b. Campus Copiers
	         i. Divisions
	         ii. Delivery and Installation
	         iii. Accountability and reporting
	      c. Mobile Application Updates
	         i. Digital ID services
	         ii. Augmented Reality
	         iii. Sticker Pack
	         iv. RESOLVED - Resubmission of app to app stores to address bugs (menu, notification bubbles and app speed)
	      d. Website Update
	
	OPERATIONAL SUCCESSES
	
	   5. Campus Copiers
	   6. Cypress Connect App resubmission
	   7. Firewall and configuration
	   8. Construction camera and video support
		Peter M.	Closed

1	Regina Russell, Student Services Technician, does not have access to Cypress Connect push notifications. The option is currently greyed out.	Angela H.	Open

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2	Working on updating the Cypress Connect App with ADT information. Currently testing scanner. SARS e-tracker has been set up. Will need to make sure the app can talk to SARS to record data. Flor Huerta is directing the project, PM is Angela H.	Sierra H.	Open
3	Associated Students is currently hosting "Finals Fuel" this week, which includes therapy dogs, scantrons and other test materials, and food. The online voting application has been shelved for next semester once finals conclude. The voting app should be available in Fall 2020. Some events are not being logged into the Charger Experience portal, these students should be referred to Counseling.	Kyla S.	Open
4	Technology Updates and progress report on campus network project: - Digital ID application can now be viewed in Sandbox. The Digital ID profile includes: credentials, QR code and photo. A barcode option will become available for older scanning devices. This mechanism will be used to access labs, meeting spaces, etc. The information is pulled through the Banner server. Important to build in the backend, including communication with SARS. Developers are working on photo stream encryption for security purposes. This Digital ID will be useful for Students, Staff and Faculty. - Network refresh will include new phone trees and campus architecture. In Spring, Technology Services will host new phone demos to include three different CISCO phone models. The new system will include voicemail to email capability, roaming services and an active directory. - Wireless density testing is underway. A full campus walkthrough will take place to verify 100% coverage; zero signal drop off. The number of hotspots will be triple. - The layer 1 new fiber optics project will begin after the New Year. Work will be conducted in the evening to refrain from campus disruptions. - The initial firewall project has concluded, the second firewall installation will be issued in February. This has become a District wide project. - Michael Land has been busy at work rolling out new copiers to departments across campus. The new copier login system is a slight change to process and culture. The team hopes to understand and analyze consumption and usage. We continue to fix bugs and outsource support for maintenance issues. - The Cypress Connect App received commendations through Modo Labs as one of the "Most Innovative Campus Apps of 2019". A big congratulations to all who have been instrumental in the success of the app. The Cypress Experience will continue to improve and evolve with this app, including the implementation of augmented reality. Developers are working with augmented reality to first identify buildings and their internal directories. This technology will further enhance the teaching and learning experience as it evolves. There exists enormous potential in tech and mobility with augmented reality on campus. A	Peter	Open

	sticker pack is currently underway. Associated Students are encouraged to discuss ways for student involvement in submitting new stickers. Kyla suggested working with graphic design students for this project. New stickers could be submitted every semester and voted on through AS. - The website launch is currently scheduled for January 15, 2020 following a campus announcement. Content and structure have been brought over to the new site. - Operation Successes include: Campus copier rollout, Cypress Connect recognition and bug fixes, new camera additions and time lapse data for the construction projects. Angela included customer satisfaction surveys to the operational success list. Feedback from these surveys is critical, comments are beneficial, common problems are analyzed and proactive actions are taken. - Overall, a very progressive year. Common themes over the years include network refresh and construction projects. Progress continues to be made across Cypress College.		

Next Meeting:

The next CTC meeting is February 15, 2020.

1   Contacts

a) Direct questions about this document to Peter Maharaj, pmaharaj@cypresscollege.edu

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