 Cypress College	Report No.	CTC-November 2020	Rev:1.00
	Owner:	Cypress College	
	Prepared by:	Taylor Garrett	
	Meeting Date:	11/12/20	
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Attended	Attendee Name	Department
X	Christopher West	Financial Aid
	Angela Haugh	Student Services
X	Terry Gleason	Distance Education
	Kevin Peery	Library
	Marc Posner	PIO
X	Cari Jorgensen	PIO
X	Anastasia Thrift	PIO
X	Teresa Johnston	EOPS
X	Peter Maharaj	Technology Services
	Yanet Garcia	STEM
X	Sydney Pike	Associated Students
X	David Okawa	Associated Students
X	Joseph Shonkwiler	Associated Students
X	Taylor Garrett	Technology Services

Item	Discussion/Presentation Details	Action	Status
A	<p>Agenda:</p> <ol style="list-style-type: none"> 1. Welcome <ol style="list-style-type: none"> a. Review and approval of minutes/agenda from September and October 2. Department Updates 3. Campus Technology Updates <ol style="list-style-type: none"> a. Changes to message distribution and reasons why b. Upgrade to Windows Server version with a baseline of v2012 c. Attachments: Attached is the Cypress Outdoor Wireless Design acceptance submittal document and supporting documents 4. New Business <ol style="list-style-type: none"> a. Zoom Sub Account b. Account Provisions c. Planned migration scheduled for January to introduce single credential sign on d. Health Screening Form 		
1	Terry moved to approve September and October minutes, Kevin seconded.	All	Closed
2	New discussions, training and development coming from the Tech Services department. Jabber is the alternative to the VOIP softphone service. Jabber is an app, you have the option to keep the CISCO softphone or utilize Jabber application. Tech Ed III and Health	Peter	Open

Center updates have been completed. New desks, projectors and computers. Dental Lab is now complete, all new technology and furniture. Chromebooks are inventoried for students – 200 ready to be deployed and ~25 hot spots for students, distributed through the Library. 75 monitors available for faculty and staff. Large screen has been acquired for the College. Tested and functional.

Phishing attacks on the College last month – bots engaging with client mailboxes through clickbait. Security issues during the pandemic, we moved to Microsoft ATP, this stack protects us from ransomware.

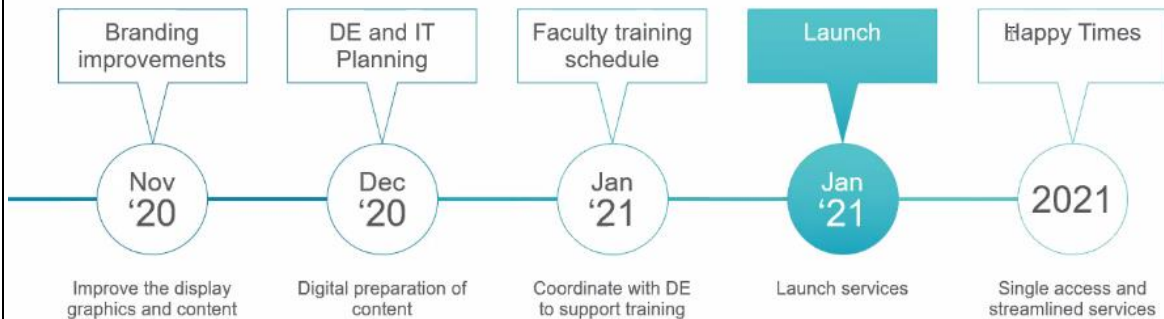
- Proposal to executive team: two recommendations:
1. All users – change this policy and move to an approval-based process to assist with phishing issues
 - Concerns with timely approval (feedback within a working day, approvers would receive an email with request to send, the email would house the content of the request, approve/deny feature). Reply all restrictions.

Recommendation to move forward approved by all.

Upgrade operating system and patch management, we patch our security service twice a term. The outdoor wifi design will be robust and strong, we are also expanding access points around the perimeter of campus FY 20/21. Indoor wifi is much more complex, we are running HP Aruba wifi, more details to come.

New Business:

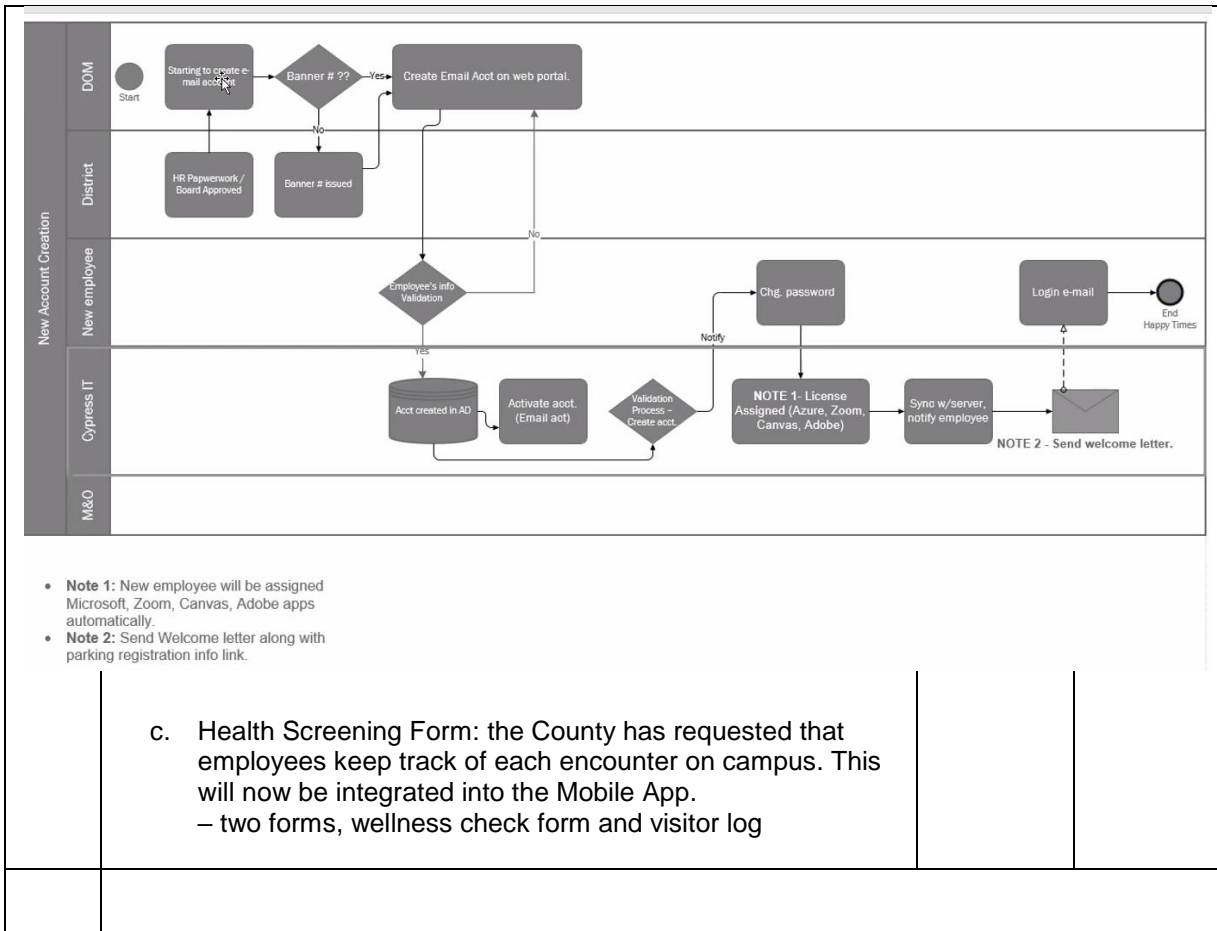
- a. <http://cypresscollege-edu.zoom.us>; new platform. Analytics available – single sign on with Canvas and conversion. Working towards creating curriculum development for faculty and staff for zoom training services. New feature in email: schedule meeting, start a meeting, information on cohost, etc., creates meeting, invite guests, done. Timeline:



ACTION ITEM: Send Zoom PPT to CTC

- b. Working on improving the employee onboarding and retirement/separation/termination process.

ACTION ITEM: Send Single Sign on / Onboarding PPT to CTC



Next Meeting:

The next CTC meeting is December 9, 2020 @ 2:30 p.m.

1 Contacts

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

Cypress College – Campus Technology Committee Minutes