

 Cypress College	Report No.	CTC-October 2020	Rev:1.00
	Owner:	Cypress College	
	Prepared by:	Taylor Garrett	
	Meeting Date:	10/14//20	
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Attended	Attendee Name	Department
	Christopher West	Financial Aid
X	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	
X	Joseph Shonkwiler	
X	Taylor Garrett	Technology Services

Item	Discussion/Presentation Details	Action	Status
A	<p>Agenda:</p> <ol style="list-style-type: none"> 1. Welcome Back <ul style="list-style-type: none"> - Review and approval of minutes/agenda from September 2. Department Updates 3. Campus Technology Updates <ol style="list-style-type: none"> a. VOIP b. Charger Cloud c. Hardware and software management using System Center Configuration Management (SCCM) d. Tech Ed 3 – contracted with GST on this project e. Dental Lab (Completed) – bringing tech standards up for this area 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. Online Parking Services e. Health Screening Form (Show and Tell, Z) 		
1	<p>Review and approval of minutes/agenda from September – On hold until the committee can review</p> <p>ACTION ITEM: Send follow up email with September and October meeting minutes for review and approval</p>	All	Open
2	<p>Currently in the process of online teacher training with around 76 individuals. This is a 5-week course that includes virtual and open labs as well as office hours. Training shell is used for instructional</p>	Terry Gleason	Open

	content.		
3	RQs were processed for Associated Students technology upgrade as well as for the VRC. ACTION ITEM: Follow up with LPA on screen as projector will need to be utilized in this space.	Peter	Open
4	Welcome to our new student representative, Sydney Pike. Clubs are requesting cypresscollege.edu email distribution lists. ACTION ITEM: David is in need of a replacement laptop for easier VOIP accessibility.	David	Open
5	Angela is acting as a tester for the new version of DegreeWorks which is now a very different platform. The program will be integrated with Banner and host better features with single sign on credentials. It will be modified for mobile display and we are hoping to add to the Cypress Connect App dashboard for easy accessibility. Caring Campus – the committee has reported issued with VPN connectivity as well as lack of communication regarding VOIP access and installation. Divisions are in need of distribution lists. ACTION ITEM: Contact Summer Justice or Christy Davis to discuss issues	Angela	Open
6	Cari is experiencing VPN connectivity issues. Most users in CTC cannot be on VPN and Zoom at the same time. ACTION ITEM: Common port issue? Need to investigate.	Cari	Open
7	VOIP: Currently in process of Jabber installation. Jabber will allow the user to run VOIP on Apple products, personal phones, etc. improving efficiency in accessing VOIP. UCCX: Provides the College with analytics regarding how calls are being answered; customer service tool. AS & VRC: Physical phones will be installed on desks; Tech Services is working towards receiving more phones and distribution is forthcoming. Charger Cloud: Application acts as an extension of physical labs here on campus. All licensed software is not accessible through the charger cloud account with student email addresses. This service will most likely continue after the Covid Pandemic. Software is processed in the cloud so that high-powered machines are not required. Dental Lab: Currently up and running with active labs and classes. Zoom Sub Accounts: 2 sub account have been established; 1. General college account 2. Telehealth including HIPPA requirements. We are able to brand our Zoom interface with a personalized html. Additional perks include: user administration (limited accessibility and account designation), unlimited time to host a meeting, 300 users, integration into Canvas, single sign on credentials (improving the process of onboarding new employees). Accessibility tiers to be established for AS Vice President and Presidents accounts for Zoom. Health screening form: Currently provided to students and will expand to staff. Located on the Cypress Connect App for a “no-touch” experience. Check and balance taking place, data is collected on the dashboard. ACTION ITEMS: Account Provisions: Peter to share account provision structure next month. Correction of link for parking services will be shared. SharePoint link to CTC meetings and agenda to be distributed once again.		

Next Meeting:

The next CTC meeting is November 12, 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