



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Technology Operations Group (TOG)
Charge: <https://intranet.gcccd.edu/tog/charge-and-composition.html>

AGENDA
February 1, 2024

10:00am – 11:00pm

<https://us06web.zoom.us/j/3566538902>

Group Members

Name	Title	Attendance
Kerry Kilber Rebman	Associate Vice Chancellor, Technology (Chair)	<input checked="" type="checkbox"/>
Barbara Gallego	Associate Vice Chancellor, Educational Support Services	<input checked="" type="checkbox"/>
Pam Wright	Director, Enterprise Systems	<input checked="" type="checkbox"/>
Jerry Williamson	Director, Computer Services	<input type="checkbox"/>
Steve Abat	Director, Technical Services	<input type="checkbox"/>
Bryan Cooper	GC Director, Instructional Technology	<input checked="" type="checkbox"/>
Camillo Hernandez	CC Instructional Computing Facilities Supervisor	<input type="checkbox"/>
Dawn Heuft	GC Instructional Design Technology Specialist	<input checked="" type="checkbox"/>
Amber Toland Perry	CC Instructional Design Technology Specialist	<input checked="" type="checkbox"/>
Bryan Lam	GC Co-Chair Technology Committee	<input type="checkbox"/>
Steve Weinert	CC Co-Chair College Technology Committee	<input type="checkbox"/>
Wayne Branker	GC Admissions & Records Representative	<input checked="" type="checkbox"/>
Tashaurie Rogers	CC Admissions & Records Representative	<input checked="" type="checkbox"/>
Ruth Ramirez Ruiz	GC District Educational Support Services	<input checked="" type="checkbox"/>
Vacant	GC Financial Aid Representative	<input type="checkbox"/>
Jennifer Fujimoto	GC Accounting Representative	
Ray Reyes	CC Financial Aid Representative	<input type="checkbox"/>
Martha Clavelle	GC Counseling Representative	<input type="checkbox"/>
Courtney Willis	GC Student Services Representative	<input checked="" type="checkbox"/>
Isaiah Nailon	CC Counseling Representative	<input checked="" type="checkbox"/>
Kevin Brown	CC Student Services Representative	<input type="checkbox"/>
Jessica Owens	GC Library Representative	<input checked="" type="checkbox"/>
Matthew Chase	CC Library Representative	<input checked="" type="checkbox"/>
Nicole Young	Recorder	



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Agenda Item	Documents
A. Welcome & Introductions	Kerry welcomed new member, Tashaurie Rogers.
B. Review Status of Prioritized List	<p>-The prioritized list is up to date. Kerry shared that most of the focus is on the Colleague Financial Aid implementation and all the sub-projects. Barbara shared that this implementation is not optional and must move forward. Barbara also noted that the Feds moved the deadline of the FAFSA Simplification to mid-March</p> <p>-Pam is working on a project to implement Jira system, which will provide more real-time visibility and transparency into IT projects.</p> <p>Action: Once Jira is ready, we can do a demo for the group.</p>
C. Review Status of Service Requests in the Queue	<ul style="list-style-type: none">- HECVAT (Higher Education Community Vendor Assessment Tool): Kerry shared that we need to start practicing using the HECVAT and asking new and existing vendors to provide this to ensure our data is secure with third-party vendors. Kerry shared we are working through a process to create an internal rubric that will help us assess. Concern was expressed that there shouldn't be "wiggle room" for ratings. There should be an agreed-upon standard and it should be adhered to. If a vendor is not scoring 90% on the HECVAT, they should receive a report indicating why and they can choose to make changes so that they are in compliance with our standards.- When a project is complete per the stated scope of work, but additional items were discovered in the process,



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	<p>should the project be kept active until those new items are addressed or should a new service request be submitted and prioritized?</p> <p>-Brianna shared that she is updating the SARS project based on new information from the colleges. **Parent students Priority Reg Done **MIS Coding Done</p>
D. MFA Issue	<p>Issue: Some members expressed that they are having to do MFA several times a day when on campus. Kerry shared that they learned it might be an issue with our desktops not being updated and that Jerry's team is looking into it.</p> <p>-MFA is now requiring Microsoft Authentication App for new students and employees. Eventually Microsoft will require us all to have this app installed on our devices for MFA.</p>
E. New Legislation - AB91 - Gender Identity	<p>ACTION: Reminder to add a standing topic for TOG entitled New Legislation.</p> <ul style="list-style-type: none">- AB91: residency and tuition for Residence of Mexico. We need a coding and billing policy.- Gender Identity: need a way for students to select a chosen name. Need to map out all the systems this would affect, such as Canvas.
F. Governance IEPI – Policy vs. Operations Check-Up	<p>Kerry reminded the group of the IEPI Governance work and how we need to continue to practice ensuring policy work is going to TPPC and operational work is staying in TOG. She also shared that the District Governance Councils, such as TPPC, are going to be working with a consultant to improve District-wide governance.</p>



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G. Other Business	In order to help improve our security posture, Kerry shared that she obtained approval from Chancellor's Cabinet to put all emails coming from out of country, except Mexico, in quarantine. Also, employees will not be allowed to log in from out of country, except Mexico. There will be an exception process as needed.

Next Meeting Date: February 15, 2024

Group Goals for 2023-2024:

1. Improve communication about the work of TOG across the colleges and District.
2. Create a process for refreshing the list as projects are completed and new projects are requested.
3. Document the process listed in #2.