Facilitator: Antonio Barreiro

Attendance: Antonio Barreiro, Fabian Banga, Vincent Koo, Siraj Omar, Rachel Simpson, Mary Clarke-Miller, Joe Doyle, Nancy Cayton, Theresa Rumjahn, Roberto Gonzalez, Gina Tomlinson

Agenda Item	Discussion	Follow-Up/Action
Meeting Start	12:30 pm Item #IV was moved to first discussion pending arrival of Gina Tomlinson from the District.	
I. Ferrilli Group's Evaluation of Peralta IT and its current role	Dean Barreiro introduced Gina Tomlinson as our interim go-to person at the District regarding IT and technology, and noted that it is an evolving role in view of the fast-paced IT changes occurring now. Gina's role is interim Director of Technical Services while the Associate Vice Chancellor of IT position is vacant. She has been with the District for 7 months. She reports directly to Ron Little, Vice Chancellor of Finance and Administration. Dean Barreiro commented that we want to support Gina, and favorably view her facilitation on getting a network assessment completed at BCC, something which BCC has requested for at least 3 or more years. Gina's discussion follows. The Ferrilli Report found the overarching notable areas of neglect and inadequacies are across all campuses and District infrastructures. They are decades old problems, some of which were known and others not known, but they all need to be addressed. IT services are not adequate at the campuses to support the technical resources (e.g., staffing, dollars, and equipment being installed). We are not providing services that we should have. There are a lot of things we need to address right away. Some things in the Ferrilli Report cannot be fixed in a year and will require a lot of money and investment, as well as staffing resources to complete the fixes and to sustain them. Gina said that the report is a good picture of what we have, but it is not a plan for executing fixes. Joe Doyle commented that this is a formidable task which is hampered by the financial situation at the District. Gina indicated that as CFO, Ron Little has discussed options for grants and monies and also funds that we can tap into given the deadlines available to us. Roberto Gonzalez commented that we have been operating in a deficit and asked how much of this issue is related to the PBC. Fabian Banga indicated this is not a question for Gina, and that the issue (i.e. deficit) is in every conversation at District committees; we don't have the resources to be at the level we need to be. Dean Barreiro observed that Ron Little's budget presentation (at the recent BCC Town Hall) indicated we had $2.6 million in the District of one-time money for equipment and repair. How will this be distributed per the BAM? If divided equally, that would amount to $800,000 per	Track of PBC and BAM regarding allocations.

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	campus, and that is not enough at least for BCC. Gina commented that the Ferrilli Report (which we are discussing) address technical aspects and does not deal with funding allocation. Dean Barreiro indicated that this allocation question needs to come from all of us on District committees. Gina indicated she would bring this up at Friday's DTC. Gina Tomlinson said one of the outcomes from the Ferrilli Report that was implemented immediately was the recent password change on PeopleSoft. Rachel Simpson indicated many staff had login issues and they try to contact the District. Vincent Koo said BCC faculty can contact BCC IT for help. Gina noted that password changes will be done every 90 days, which is consistent with other organizations and standard practice. After further discussion, it was suggested to administer password changes at the beginning of the semester (every 6 months). Rachel Simpson requested that password changes not be done when grades are due. Vincent Koo noted that password can be changed at any time to avoid the deadline.	
II. Phase I of District-Wide Network Security Improvements	Each campus underwent a network assessment in the latter part of last year and the results were presented to the DTC. There are serious areas of concern at all campuses, and the District wants to bring in experts to do detailed reviews of every aspect of the backend network structure. This is so the frontend will work securely for faculty and staff. The first round of work was to complete the network assessment and discuss the report and findings with each campus. BCC's network assessment report is being presented to the BCCTC today. The next round will be to tailor the needs for each campus. BCC has the best infrastructure of the 4 campuses primarily because it is the newest and upgrades and modifications have been made. However, BCC still has old equipment that needs to be upgraded and these plans will be discussed with BCC staff in the next month. Joe Doyle commented that the reason for low enrollment is because of PeopleSoft problems. Students are frustrated and are not enrolling. CCCApply is also part of the problem since it prevents students from enrolling if they have not taken a class in the last 2 semesters – they have to go back in to CCCApply and try to resubmit their application; it is not clear that they have to do certain things to successfully submit. Many do not finish the submit process properly. Gina Tomlinson commented that the Ferrilli Group brought on a legion of PeopleSoft consultants to address many of the PeopleSoft problems. Several people noted there are other services that affect student enrollment that need to be addressed and made to work together, such as Ed Services, A&R, Student Services, and what the other departments need to do.	BCCTC to follow District-wide Network and PeopleSoft upgrade activities.

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II. BCC Network Infrastructure Assessment	Dean Barreiro and Vincent Koo discussed the BCC network assessment. There are 3 questions: 1. When will work happen? 2. What happens after fine-tuning? What is the time-line for this? 3. What funding? We have $1.1 million end-of-life replacement costs, not including the network. How will we pay for this? Gina Tomlinson indicated that this will be taken back to the Chancellor's Cabinet because that is where the funding decisions will come from. Gina Tomlinson will work with Vincent Koo and Antonio Barreiro to put together a proposal for BCC this month. There will be several deep discussions with each campus, possibly 2-4 sessions per campus. Vincent Koo indicated there is no inclusion of servers in this work, and it is strictly network. Vincent Koo asked how this will work during our transition to our annexed building. Gina indicated we still have to get that done because of the Ferrilli Report findings.	Gina Tomlinson will meet with Vincent Koo and Antonio Barreiro about upgrade plans, work schedule, and funding for the BCC network infrastructure (not including servers).
V. Status of BCC's 2016 Technology Needs Prioritization	Dean Barreiro summarized the status of program reviews and technology requests. A formal accounting was not performed but requests were estimated at over $1.6 million plus additional items. The list of requests was parsed into a subgroup of end-of-life equipment (i.e. 5 years or older) which is presented in the handout BCC Technology End-of-Life Replacement Spreadsheets and are described below: • End-of-life equipment from the program reviews is $150,000 of projected expenses for faculty and staff workstations and related equipment – all of this equipment is at the most recent age (5 years), but we still have equipment that is 17 years old. So the $150,000 is for replacements of faculty and staff workstations. • New incoming staff workstation equipment is $11,000. • The Computer labs are all at least 5 years old. The Writing Lab PCs are not critical but MMART and CIS equipment and software demands have reached the point of no return. The memory of these lab computers cannot be expanded any further. The MMART and CIS equipment replacement costs are $850,000.	Antonio Barreiro will facilitate a prioritization review on Wed., 3/9, from 12:30 – 5 pm to allocate our $100,000 in tech funds.

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	• The interim space at 2000 Center St. (when South Annex is vacated in June 2016) will have 3 classrooms and needs $15,000 for preparation as minimal SMART classrooms. These are priority needs. • BCC's General Fund allocation is $80,000 - $100,000. We do not anticipate any more. So we must work with this money to triage $1 million of end-of-life replacements. We have 6 weeks in which to get requisitions completed to use this money for this. We will block out the afternoon of Wed., March 9, to hold meetings with BCCTC members and department chairs/representatives to complete the requisition list and allocate this money. • Mary Clarke-Miller asked if we have actual quotes on the equipment and costs. Dean Barreiro indicated the amounts are earmarked to Vincent Koo's compilations. It is what we have and that is all the time we have. Mary Clarke-Miller suggested that the English Writing Lab could use Chromebook. Dean Barreiro indicated the Chromebook may not meet the English Department's needs. The Writing Lab PCs are 10+ years old and they are failing regularly.	
V. Adjournment	1:30 pm	
Next Meeting	Tuesday, April 5, 2016, 12:15 - 1:30 pm, Rm 451	

[Notes taken by Theresa Rumjahn]

Handouts:
- Agenda for March 1, 2016
- Peralta Evaluation Review FINAL
- Berkeley City College Spreadsheet 12-15-2015
- Berkeley City College Presentation 12-15-2015
- BCC Technology End-of-Life Replacement Spreadsheets