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Title of Meeting / Committee Name: District Technology Committee

Date: May 29, 2020

Location: G1

Virtual Meeting: <https://cccconfer.zoom.us/j/93408008133>

Chair(s):

Candace Jones

Jeffrey Winter

Name of Person Taking Notes: Joyce Miyabe

Attending the meeting via Zoom were: Candace Jones, Joyce Miyabe, Michael J. Ihrig, Mark Mintz, Danielle Rapue, Nairi Zograbyan, Dustin Tamashiro, Leslie Tirapelle, Jason Betrue

Absent: Eamon Conklin, Jeff Winter, Manuel Cerda, Juan Leon

I. Call to Order

II. Review and approval of meeting notes

- May 1, 2020 minutes
- May 15, 2020 minutes

III. INFORMATION ITEMS

1. None

IV. OLD ITEMS - DISCUSSION AND POSSIBLE ACTION

2. Update on Adobe Signatures (training starting)
3. Sub-Committee Updates
 - Policy Committee
 - Data Standards
 - Electronic Accessibility Program

V. NEW ITEMS - DISCUSSION AND POSSIBLE ACTION

4. Application Streaming
5. End of year report (Draft)

VI. ANNOUNCEMENTS

6. None

VII. ADJOURNMENT

I. Call to Order

- Meeting called to order by Candace Jones at 11:05

II. Review and approval of meeting notes

- May 1, 2020 minutes – approved
 - Motion by Michael Ihrig, seconded Nairi.
 - In favor – 6, Opposed – 0, Abstention - 3 (Dustin Tamashiro, Mark Mintz Leslie Tirapelle)
- May 15, 2020 minutes – approved
 - Motion by Danielle, seconded by Jason
 - In favor – 9, Opposed – 0, Abstention - 0

III. INFORMATION ITEMS

7. None

IV. OLD ITEMS - DISCUSSION AND POSSIBLE ACTION

8. Update on Adobe Signatures (training starting)
 - Joyce provided update on Adobe signature and Adobe workflow. Joyce and her team have provided training to Fiscal Services and Human Resources. If other areas need training, please contact Joyce. Documents are owned by the department. ITS will not be able to create the workflow every time but can provide training.
9. Sub-Committee Updates
 - Policy Committee
 - Candace will use the policy descriptions in the end of year report.
 - Data Standards
 - Subcommittee has made a recommendation that all PCC application use the standard. (not just Banner) Banner is the system of record and other systems depend on Banner for accuracy.
 - Electronic Accessibility Program
 - Mark Mintz shared the sub-committee update. The committee made recommendations on a new position.

V. NEW ITEMS - DISCUSSION AND POSSIBLE ACTION

10. Application Streaming – no action
11. End of year report – committee reviewed subcommittee draft summaries.

VI. ANNOUNCEMENTS

- Next year: Academic Senate, Classified Senate and MA will be sent a reminder for recommendations to the DTC committee. If current members wish to continue on the committee, they should contact their constituent group.

VII. ADJOURNMENT at 11:43