



PASADENA AREA COMMUNITY COLLEGE DISTRICT

DISTRICT TECHNOLOGY  
STANDING COMMITTEE

Thursday, February 9<sup>th</sup>, 2017  
10:00 AM – 12:00 PM  
C217

**Members:** Matthew Kiaman, Jeffrey Wojcik, ~~Maureen Davidson~~, Elizabeth Wood, Lan Truong, Carrie Starbird, Susan Bricker, Mark A. Gutierrez, Todd J. Hampton, S. Alexander Marositz, ~~Michael J. Ihrig~~, Susan Roig, Jasmeet Dhillon, ~~Samantha Salomon~~

**Resources:** ~~Stephanie Pulcifer (Facilities)~~, Crystal Kollross (Institutional Effectiveness)

Approved Minutes

Call to Order – 10:05am

I. Roll Call

a. *Absent: Maureen Davidson, Michael J. Ihrig, Samantha Salomon, Stephanie Pulcifer and Crystal Kollross.*

II. Public Comments

III. Reports

a. Project updates:

- i. Migration of emails to Office 365 by the end of May (24)
- ii. Portal upgrade

1. *Alex mentioned some open header tags. Matthew will connect him with Michael Ihrig.*

IV. Approval of minutes from 12-15-2016

a. *Motion to approve by Mark G, second by Liz Wood*

i. *Abstentions: Alex, Jeff and Susan*

V. Discussion

a. BP/AP 3720 – Computer and Network Use

i. *Alex brought up the need to have a procedure for account provisioning for college assistants.*

*The current process is not clear and takes a while to provision.*

1. *Susan Bricker mentioned account profiles might be a good way to approach this.*

2. *Onboarding process needs to be improved because delays cause folks to share accounts.*

3. *The group made changes and updates to the remainder of the procedure. A final draft will be reviewed at the next meeting and be voted on.*

b. AP 6365 - Accessibility of Information Technology

i. *Tabled to the next meeting due to time.*

VI. Future agenda items

VII. Next meeting

VIII. Adjournment – 11:55PM

Approved 3-16-2017