

**Technology Planning Committee Minutes**

January 21, 2021  
9:00am – 10:00am

https://cccconfer.zoom.us/j/97709494498

**MEMBERS PRESENT:** Erik Sorensen, Jose Ramirez, Paul Chown, Tom Cossey, Jessica Herrerra, Reno Giovannetti, Darius Kalvaitis, Cathy Cox

**Agenda Items:**

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| **Item** | **Facilitator** | **Time** |
| **Email Retention, New Password Requirements in place**  Cathy Cox discussed a problem with bulk tag emails going to bulk mail, even if forwarded. Reno suggested forwarding outside email as an attachment.  Cathy Cox stated that some associate faculty members access CR email on their phones, and received no pop-up or prompt to change their password. Jose reported staff members were denied access to Datatel. Reno suggested communicating with students using multiple channels, inform them often and make the process as simple as possible. Erik stated that he plans to work with Molly on communication in the future.  Erik reported that the email retention is going smoothly. Jose is still working on the archive. Jose announced that all incoming email will have an expiration date going forward, and the expiration date will be displayed at the top of the email. A reminder was provided about submitting a help desk ticket or using [help@redwoods.edu](mailto:help@redwoods.edu) to report issues. | **Erik Sorensen** | **9:05-9:10** |
| **Solarwinds exploit and CR**  Erik discussed a security breech at Solarwinds, which is a notification system used at C.R. to keep track of I.T. equipment, servers and printers. Jose stated that C.R. has an older version of Solarwinds, and a good firewall and feels comfortable that we were not exploited. The District may pursue other options due to the breech, which was stated as difficult due to funding. | **Jose Ramirez** | **9:10-9:20** |
| **Teams/Outlook update progress**  Jose reported that licensing has been completed. Although we were scheduled for a fas track with Microsoft, the deadline is tomorrow and he has not heard a word from Microsoft. The Outlook update is in place and being tested. Our current server takes 9 ½ hours to back-up (a terabyte of information) and is out of control.  Paul asked if the deletion of two years of email will free up more space on the server for backup information. Jose confirmed that it would.  Erik explained the progression from Exchange 2010, to 2016 and 2019. Outlook has caused issued for some Macintosh users. The new webmail client and Outlook will look similar, seems too vanilla and although it has a richer interface, there are no new features, just a change in terminology, but not functionality. Jose stated that Microsoft is discussing the elimination of Outlook desktop client and moving toward a gmail route. | **Jose Ramirez** | **9:20-9:35** |
| **Project Updates: Pronto, Facilities-Link, Job Seeker, etc.**  Erik stated that I.T. is getting hit with project with no prior heads up. I.T. is doing their best to prioritize projects.  The chat for Canvas, Pronto allows for too many breeches. Add On’s must be flagged and vetted correctly. Reno stated that I.T. should be notified and part of the process as soon as applications or add on’s are considered.  Kerry Mayer is planning to use Job Seeker in the Career Center. Considerations must be given regarding the equipment, power source and data. Jose does not trust that others have properly vetted the system and it’s security.  Etrieve is another project that has been recently requested from I.T.  Reno discussed the addition of sections to Canvas and Datatel. Communications have not gone well, especially when it comes to course changes, time changes or date changes.  Reno asked that Casey be included on I.T. technical issues to coordinate support, as many issues are related. Paul stated that I.T. will work together with Reno. With the upcoming reorganization, Reno, Tom and Casey will be working together.  Cathy Cox asked for an update of SSO. Jose stated that Office 365 is the first step to enable security between the staff and student domains. OAKTA, the previously considered company for single sign on, was not funded as promised by the Chancellor’s Office and there is no funding. Jose expressed concern regarding mandates and no funding, promises and no action and no budget.  Jose announced that Hulu, Google and Amazon will provide discounted services to anyone with a mycr email account. | **Erik Sorensen** | **9:35-9:50** |

1. **Future Agenda Items?**
   1. **AR 3720 2.3 Confidentiality. Trainings for Encryption.**

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