Technology Committee

Sub-Committee of Planning and Resource Allocation Committee

Spring 2025 Semester

Meeting Minutes

Monday, May 5, 2025, via Zoom at 12:40 p.m.

Committee: Hector Saez, Jamine Terhune, Matthew Howard, Stacey Lince, Grace Yuan, Tessa Loegering, Irina Roderick, Lance Barthelemy, Mina Namvar, Lara Bishop, Mario Jimenez, Julie Mark, Heather Rahman, Samantha Jackson, Scott Conrad

Standing Items

1. Call to Order by 12:43 pm
2. Approval and adoption of the agenda
     - Scott Conrad motioned to approve
     - Stacey Lince seconded the motion
     - All approved
3. Approve and adoption of the minutes
     - Sam Jackson motioned to approve
     - Hector Saez seconded the motion
     - All approved
4. Chair Announcements
     - TPC will report to PRAC in Fall 2025
     - Welcome Dr. Scott Conrad, Interim IT Director/CIO
     - Fall 2025 meetings
     - Committee members to return

Discussion Items

1. COM Technology Plan – outline, timeline, organization, subgroups
2. CertiPort AI training updates
3. Open forum
     a. Per Matthew, Microsoft is requiring multi-factor authentication soon
     b. Any other news? Questions? Concerns?
     c. ERP – cloud hosted option with Ellucian
     d. AI community of practice

Top Take Aways

- TPC endorsed proposal for AI Community of Practice to address fragmented AI implementation across campus
- ERP migration to cloud recommended, but Ellucian's SaaS product not yet ready; Dr. Conrad to negotiate cloud-hosted solution
- Microsoft is moving towards requiring multi-factor authentication for all access, potentially impacting on-campus logins
- Committee to continue work on College of Marin Technology Plan for Fall 2025

Fall 2025 Meeting Schedule

- Current Monday 12:40-1:30 PM time slot to remain for first fall meeting
- Committee to vote on potential schedule changes when reconvening in fall
- Most members indicated intent to continue participation in committee

Certiport AI training updates

- Certiport training covers 9 AI applications.
- Lance to check with Business Chair regarding program offerings.

Technology Plan Development

- Outline presented for 2025-2030 College of Marin Technology Plan
- Plan to align with educational master plan and State Vision 2030
- Dr. Conrad suggested including stakeholder feedback and surveys in plan development
- Committee endorsed exploring use of third-party consultant for survey administration

AI Community of Practice Proposal

- Stacey Lince submitted Strong Workforce funding proposal for AI Community of Practice
- Goals include creating AI Commons, developing guidelines, vetting tools, and providing professional learning
- Committee unanimously endorsed the proposal

ERP and Ellucian Update

- Current on-premises Banner ERP recommended for cloud migration
- Ellucian is pushing SaaS product, but Dr. Conrad advises against due to incomplete development
- Plan to negotiate cloud-hosted solution without changing current customizations
- Common ERP for all California community colleges discussed, but no suitable product currently available

Multi-Factor Authentication

- Microsoft is moving towards requiring MFA for all product access
- Currently only required for off-site access or security incidents
- Potential impact on on-campus logins in the future

Next Steps

- Dr. Conrad to meet with Ellucian to discuss cloud-hosted ERP solution
- Stacey to forward AI Community of Practice proposal to Dr. Conrad for signature
- Committee to reconvene in fall to continue work on Technology Plan
- Dr. Conrad to attend CIO meeting in August for Ellucian updates
- Heather to schedule a summer meeting with Dr. Conrad and Tessa for further discussions