

Technology Working Group (TWG)
TWG Minutes of November 15, 2018

November 15, 2018

Attendees:

Daphne Balansay, Bob Neff, Francisco Camacho, Wes Gima.

Discussions:

Dynix WiFi – I'll check with Chris Camacho

Tech Fee Budget –

Still waiting for potential savings based on Internet bids award

Status Quo: May need to get assistive technology (HW/SW) for NVDA – Nonvisual Desktop Access for the blind

Status Quo - Discussed e-mail directive for updates to a policy and the employee separation form (awaiting feedback from Carmen Santos & Joann Muna)

GOREX – Status Quo: Mary may push this and in communication with UH

Cloud – Ellucian Kickoffs Project Meetings – milestones and timelines still being finalized

Internet – November 2018, still on month-to-month / PDS awarded 2 main links 120/90Mbps, remaining 3 x 60Mbps will go out to bid

E-Bldg. (Bldg. 100) – We've received the planning document and discovered walk-thru issues brought up by Velacity still needs to be addressed / equipment delivery expected week of 11/11/2018

ACI Universal Payment – Completed as of 11/7/2018

Digital Resource Policy – VisCom and Wes Gima communicating ideas

Status Quo - Wes & Bob still drafting rules and procedures.

Website – New Slogan – “Want more, do more, be more”

Still in design stage for layout / Launch date tentatively in March 2018

UPS issue shutting down abruptly is changing power down procedure / Generator must be on standby or shut down servers completely four hours prior to planned power outage

Technology Working Group (TWG)
TWG Minutes of November 1, 2018

November 1, 2018

Attendees:

Bob Neff, Francisco Camacho, Wes Gima.

Discussions:

Tech Fee Budget – May need to get assistive technology (HW/SW) for NVDA – Nonvisual Desktop Access for the blind

Status Quo - Discussed e-mail directive for updates to a policy and the employee separation form (awaiting feedback from Carmen Santos & Joann Muna)

GOREX – Mary may push this and in communication with UH

Cloud – Ellucian Kickoff–payment of invoices completed / milestones/timeline being finalized

Internet –PDS awarded 2 main links 120/90Mbps, remaining 3 x 60Mbps will go out to bid

E-Bldg. (Bldg. 100) – Inquired with Velacity on schedule of equipment delivery and installation, pending their response

ACI Universal Payment – Production completion delayed until November 2018

Technology Working Group (TWG)
TWG Minutes of November 1, 2018

November 1, 2018

Attendees:

Bob Neff, Francisco Camacho, Wes Gima.

Discussions:

Tech Fee Budget – May need to get assistive technology (HW/SW) for NVDA – Nonvisual Desktop Access for the blind

Status Quo - Discussed e-mail directive for updates to a policy and the employee separation form (awaiting feedback from Carmen Santos & Joann Muna)

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Internet –PDS awarded 2 main links 120/90Mbps, remaining 3 x 60Mbps will go out to bid

E-Bldg. (Bldg. 100) – Inquired with Velacity on schedule of equipment delivery and installation, pending their response

ACI Universal Payment – Production completion delayed until November 2018

Technology Working Group (TWG)

TWG Minutes of October 18, 2018

October 18, 2018

Attendees:

Bob Neff, Francisco Camacho, Wes Gima, Christine Matson

Discussions:

Tech Fee Budget – budget reduction based on decreased enrollment, note that expected potential savings from contractual obligations may shift to capital outlay budget

Discussed e-mail directive for updates to a policy and the employee separation form

Cloud – Ellucian Kickoff– Oct. 23, 2018 / Wes Gima for Ellucian Go Mobile / Marlana Montague for Professional Services / Frank Camacho for Cloud

Internet – Resolved protest and lifted cancellation of bid. PDS awarded 2 main links. Will need to bid for other 3 links

E-Bldg. (Bldg. 100) – Velocity was given walk-thru / Next step is installation schedule

ACI Universal Payment – Testing phase successful / Production completion expected Oct. 30th, 2018

TC1110 – VisCom Discovery Room Lab done

Digital Resource Policy – Status Quo - Wes & Bob still drafting rules and procedures.

Website – Status Quo – Still in design stage for layout, template, etc. / Launch date pending

UOG-to-GCC – 10Gbps – Status quo - cost-share amount \$66,000.

Technology Working Group (TWG)

TWG Minutes of October 4, 2018

October 4, 2018

Attendees:

Bob Neff, Francisco Camacho, Troy Lizama, Wes Gima, Christine Matson

Discussions:

Discussed e-mail directive and possible changes to it or to link it to other policies / do an actual review

WiFi – Compatibility issue with newly awarded system got resolved and no need a separate system of WiFi

Cloud – Ellucian contract signed – Oct. 1, 2018 – Sept. 30, 2019

Internet – PDS awarded 2 main links / may need to bid for other 3 links

E-Bldg. (Bldg. 100) – Network bid awarded to Velocity / Requisition submitted

Technology Fee – Exactly the same as last year's breakdown for 2019. Requisition approved to cover Oct. 2018.

ACI Universal Payment – On testing phase now – expected completion Oct. 30th, 2018. Announcement on MyGCC.

TC1110 – Discovery Room Lab converted

Digital Resource Policy – Status Quo - Wes & Bob to draft rules and procedures.

Website status – Design stage for layout, template, etc./Requisition for GuamWebZ, deadline for new site launch pending or when completed

UOG-to-GCC – 10Gbps – questioned Rommel about cost-share amount.

Technology Working Group (TWG)
TWG Minutes of September 20, 2018

September 20, 2018

Attendees:

Bob Neff, Francisco Camacho, Troy Lizama, Wes Gima, Christine Matson

Discussions:

Discussed e-mail directive and possible changes to it or to link it to other policies / do an actual review

FY2020 for Assessment Counseling Testing Lab

WiFi – Compatibility issue with newly awarded system / May need a separate system of WiFi

Cloud – Ellucian proposal being reviewed / Oracle – also being reviewed

Internet – PDS awarded 2 main links / may need to bid for other 3 links

E-Bldg. (Bldg. 100) – Network bid awarded to Velocity / Protest period need to expire before PO is cut

Technology Fee – No rollover for \$43,806.92 due to items not being possible to be delivered by 9/21/2018

ACI Universal Payment – Announce on MyGCC to let students aware of changes

Tablets (iPADS/ Androids) in the classroom

Technology Working Group (TWG)

TWG Minutes of September 6, 2018

September 6, 2018

Attendees:

Bob Neff, Francisco Camacho, Troy Lizama, Wes Gima, Christine Matson

Discussions:

Discussed e-mail directive and possible changes to it or to link it to other policies / do an actual review

FY2020 for Assessment Counseling Testing Lab

WiFi – Compatibility issue with newly awarded system / May need a separate system of WiFi

Cloud – Ellucian proposal being reviewed / Oracle – also being reviewed

Internet – PDS awarded 2 main links / may need to bid for other 3 links

E-Bldg. (Bldg. 100) – Network bid awarded to Velocity / Protest period need to expire before PO is cut

Technology Fee – No rollover for \$43,806.92 due to items not being possible to be delivered by 9/21/2018

ACI Universal Payment – Announce on MyGCC to let students aware of changes

Tablets (iPADS/ Androids) in the classroom

Technology Working Group (TWG)

TWG Minutes of May 3, 2018

May 3, 2018

Attendees:

Bob Neff, Francisco Camacho, Wes Gima

Discussions:

[Gcc.twg@guamcc.edu](mailto:gcc.twg@guamcc.edu) account setup to automatically forward to committee members via twg.group@guamcc.edu.

Made Wes and Frank gcc.twg site administrator and site owner for Technology Working Group

Update: Digital Resource Policy

Continuing to draft rules and procedures

Bid PC-MAC – Notice of Award signed and approved by GCC President and sent to vendors, ordering to be effective May 14, 2018 / Status – completed and awarded

Bid Internet Bandwidth – Rejections of all proposals due to missing procurements

Bid Network Equipment – Notice of Award signed and approved by GCC President and sent to vendors, requisition being drafted / Status – completed and awarded to G4S, pending delivery of all items, liquidated damages being sought for late delivery

Network Penetration Test is still ongoing but scheduled for completion by May 11th, 2018 / Status – completed with no critical risks found / High-to-low priorities recommended.

Status Quo - Bid Technical Assistance for VoIP and POTS (Standing law or directive for cellphone / vendor RFI sessions) – Sent to Doris Perez pending her response for next steps

Status Quo - Lab Upgrades for LRC / Open Lab Macs – Count included in bid quantity

Software: Comic Life (may have a site license)

Adobe Creative Cloud (Subscription)

Final Cut Pro (License)

Status Quo - Open lab move to B-Bldg – Planned

ERP Cloud Migration – Put on hold due to upcoming Ellucian Gap Analysis

Online Payment System – ACI Worldwide requisition submitted, pending approval and additional quote from Cashnet / Status – TouchNet to be terminated 9/30/2018 with ACI Worldwide replacing it (contract signed)

Mobile Application – On hold until after ERP Cloud Migration decision made

Status Quo - TWG – Future plan?

Data Governance Policy

Sharing of data, storing of data, destruction of data, data boundaries

Data Breach

Procedures to follow

Damage Control

E-mail Policy

CUA – Computer User Agreement

Website Bid – Still on Procurement Hold, but will most likely be rejected and RFQ’s will be sent out to also allow off-island vendors to submit quotes / Status – bid cancelled, RFQ issued and recommended to GuamWebZ

CIP – Underground Conduits for Campus Fiber Optics Backbone Network (Need to be relisted on BOT CIP list) / Pending talk with Doris Perez

GCC-to-UOG Internet 2 Connection Project

Technology Working Group (TWG)

TWG Minutes of April 19, 2018

April 19, 2018

Attendees:

Bob Neff, Francisco Camacho, Wes Gima

Discussions:

Update: Digital Resource Policy APPROVED by BOT

- Drafting rules and procedures

- Impact on different areas of the college (i.e. MIS, technology resources)

 - Discussion: Dropbox.com vs. Google Drive

 - Do a survey

Bid PC-MAC – Pending DMR’s 2016 Tax Document and Notice of Intent to Award by MMO

Bid Internet Bandwidth – 4/9/18 bid opening conducted, MMO reviewing vendor proposals for compliance of bid documents, possible rejections of all proposals due to missing requirements

Bid Network Equipment – protest period over, bid evaluations completed and submitted, pending President’s signature to approve for Notice of Intent to Award

Network Penetration Test is still ongoing

Status Quo - Bid Technical Assistance for VoIP and POTS (Standing law or directive for cellphone / vendor RFI sessions) – Sent to Doris Perez pending her response for next steps

Status Quo - Lab Upgrades for LRC / Open Lab Macs – Count included in bid quantity

- Software: Comic Life (may have a site license)

- Adobe Creative Cloud (Subscription)

- Final Cut Pro (License)

Status Quo - Open lab move to B-Bldg – Planned

ERP Cloud Migration – 1st Requisition submitted for entire ERP migration was recommended by FAD VP to resubmit and limit only to MYGCC portal due to possible or potential GAP Analysis results/findings that may be conducted by Ellucian / 2nd Requisition was submitted to limit to MYGCC Portal Only on AWS via ICON

Online Payment System – ACI Worldwide requisition submitted, pending approval

Mobile Application – pending on Carmen’s response regarding Jayne’s Website Group recommendations

Staus Quo - TWG – Future plan?

- Data Governance Policy

 - Sharing of data, storing of data, destruction of data, data boundaries

 - Data Breach

Procedures to follow

Damage Control

E-mail Policy

CUA – Computer User Agreement

Technology Working Group (TWG)

TWG Minutes of April 5, 2018

April 5, 2018

Attendees:

Bob Neff, Francisco Camacho, Wes Gima

Memo:

3/22/2018 – Meeting re-scheduled but then cancelled due to required attendance of F.C. for a bid opening.

Discussions:

Update: Digital Resource Policy on 2nd Reading (also mentioned at Meet the President Night 2/21-22/18) – Status Quo

Once adopted, TWG will start looking into procedures for this

Bid PC-MAC – award recommendation of MMO

Bid Internet Bandwidth – 2nd Pre-bid conference, 4/9/18 bid opening

Bid Network Equipment – protest period needs to be over to begin evaluations

Network Penetration Test is ongoing

Status Quote - Bid Technical Assistance for VoIP and POTS (Standing law or directive for cellphone / vendor RFI sessions) – Sent to Doris Perez

Status Quo - Lab Upgrades for LRC / Open Lab Macs – Count included in bid quantity

Software: Comic Life (may have a site license)

Adobe Creative Cloud (Subscription)

Final Cut Pro (License)

Status Quo - Open lab move to B-Bldg – Planned

ERP Cloud Migration – AWS via technical assistance from ICON – requisition

Online Payment System – ACI Worldwide requisition

Mobile Application – pending on Carmen's response regarding Jayne's Website Group recommendations

TWG – Future plan?

Data Governance Policy

Sharing of data, storing of data, destruction of data, data boundaries

Data Breach

Procedures to follow

Damage Control

Technology Working Group (TWG)

TWG Minutes of March 8, 2018

March 8, 2018

Attendees:

Bob Neff, Francisco Camacho, Wes Gima

Discussions:

Update: Digital Resource Policy on 2nd Reading (also mentioned at Meet the President Night 2/21-22/18) – Status Quo

Done - Rename CTC to TWG on MyGCC portal

Bid PC-MAC bid announced – received request for amendments

Bid Internet Bandwidth announced – Pre-bid conference

Bid Network Equipment announced - received request for amendments

Network Penetration Test scheduled after accreditation

Bid Technical Assistance for VoIP and POTS (Standing law or directive for cellphone / vendor RFI sessions) – Sent to Doris Perez

Lab Upgrades for LRC / Open Lab Macs – Count included in bid quantity

Open lab move to B-Bldg - Planned

E-mail Policy
CUA – Computer User Agreement

Technology Working Group (TWG)
TWG Minutes of February 22, 2018

February 22, 2018

Attendees:

Bob Neff, Francisco Camacho

Discussions:

Update: Digital Resource Policy on 2nd Reading (also mentioned at Meet the President Night 2/21-22/18)

Update: ACCJC Interviews potential for 3 times, reminder to read ISER Standard III.

Rename CTC to TWG on MyGCC portal

Bid PC-MAC bid specs submitted

Bid Internet Bandwidth update

Bid Network Equipment

Network Penetration Test awarded

Bid Technical Assistance for VoIP and POTS (Standing law or directive for cellphone / vendor RFI sessions)

Lab Upgrades for LRC / Open Lab Macs

Open lab move to B-Bldg

Ellucian Go Mobile App demonstrated

Ellucian Meeting conducted

TWG – Role Question? First based on memorandum of VP AAD. Second as Advisory Group and to provide an avenue to voice concerns, issues, wants, and needs of the users. Vision for planning on where the college wants or needs to go.

Committee/Group Evolutions: TWG 2017-2018, CTC 2011-2017, TAC 2005-2011, CUG 2002-2005, TGC 1999-2002

Technology Working Group (TWG)

TWG Minutes of February 8, 2018

February 8, 2018

Attendees:

Bob Neff, Wes Gima

Discussions:

Update: Digital Resource Policy, as per Carmen Santos, she will remind Bertha to include in the BOT agenda.

Update: ERP Banner 9 redeployment and ERP migration project (MyGCC/LDAP/CAS)

Update: Planned changes to the Internet Bandwidth specifications for bid

FY2019 Plan – Open Lab / LRC Macs hardware upgrade

Discussion on ways for TWG becoming more formalized and relevant

Technology Working Group (TWG)

TWG Minutes of January 25, 2018

January 25, 2018

Attendees:

Bob Neff, Wes Gima

Discussions:

Digital Resources Policy at President, next BOT

Plan what's next, administrative directive, resources site to gather ideas for free or open materials, promotion and communication

Oversees GCC's IT planning and implementation. Based on submitted plans and as concurred by the TWG (Technology Working Group), MIS will act on the recommendations linked to the Enterprise Architecture / Information Technology Strategic Plan (EA/ITSP). Successful performance will be measured from outcome status of recommendations detailed in a matrix report that indicates completion timeframe, and will be updated and available on demand, at midyear, and at yearend. [I.B.9], [III.C.1 & C.2], [IV.A.2, .3, .4, .5]

Manages assigned open and instructional labs on the main campus and at remote sites. Upgrade labs based on plans concurred by TWG and have labs ready and available before the opening of each semester. Successful performance measured through actual quarterly reports indicating completion of lab upgrades and lab preparations prior to semester openings. [II.B.1, C.8], [III.A.9, .15, C.2]

Develop and submit budget plans to the TWG for review and concurrence of the Technology Fee use for operations, upgrading of labs, networking equipment, multimedia projectors, and Internet bandwidth, etc.. Research the need for bandwidth increase, examine inventory data of labs, network equipment, and multimedia projectors that are 3 years old or more for upgrade candidates. Quarterly report of accomplishment will be available to the FAD VP as outcome indicators. [III.C.2, .3], [IV.A.2, .3, .4, .5]

- 1) C4, D9, and Student Center Open Lab Upgrades;
- 2) Computer Bid;
- 3) Internet Services Bid;
- 4) Networking Equipment Upgrades;
- 5) Cloud Base Infrastructure As A Service (CBIAAS) contract signing and ERP Cloud Deployment;
- 6) Campus WiFi expansion with ISP;
- 7) Banner 9 full adoption and shutdown of Banner 8;
- 8) Email cloud deployment;
- 9) MyGCC and DR sites cloud redeployment with ICON;
- 10) Complete Network Penetration Test.

Technology Working Group (TWG)

TWG Minutes of January 11, 2018

January 11, 2018

Attendees:

Bob Neff, Christine Matson

Discussions:

Digital Resource

TWG Site