



**GROSSMONT-CUYAMACA**  
COMMUNITY COLLEGE DISTRICT

**Technology Operations Group (TOG)**

**May 4, 2023**

**Zoom: <https://us06web.zoom.us/j/99114627281>**

**Group Members**

X Associate Vice Chancellor, Technology, Kerry Kilber Rebman	X GC Admissions & Records representative, Aaron Starck
X Director, Enterprise Systems, Pam Wright	X CC Admissions & Records representative, Greg Vega
<input type="checkbox"/> Director, Computer Services, Jerry Williamson	<input type="checkbox"/> GC Financial Aid Representative, Michael Copenhaver
<input type="checkbox"/> Director, Technical Services, Steve Abat	<input type="checkbox"/> CC Financial Aid Representative, Ray Reyes
X GC Interim Associate Vice Chancellor, Educational Support Services Barbara Gallego	X GC Student Services/Counseling representative, Martha Clavelle
X CC Instructional Computing Facilities Supervisor, Bryan Cooper	<input type="checkbox"/> CC Student Services/Counseling representative, Brianna Cuellar
X GC Instructional Design Technology Specialist, Dawn Heuft	<input type="checkbox"/> GC Library representative, Jessica Owens
X CC Instructional Design Technology Specialist, Amber Toland Perry	X CC Library representative, Matthew Chase
X GC Co-Chair, Technology Committee, Bryan Lam	X Courtney Willis
<input type="checkbox"/> CC Co-Chair, College Technology Committee, Steve Weinert	X Recorder, Nicole Young
X Dean, First Year Services & Records, Courtney Willis	
	<b><u>Resource Personnel</u></b>
	<input type="checkbox"/> Senior Director, Fiscal Services; Research representatives (district and/or college); Human Resources representatives; Facilities representatives (district and/or college); and other guests as needed

## Agenda

1. Welcome	Congratulations to Bryan Cooper for being appointed as the new Interim Director of Instructional Technology at Grossmont!
2. Additions to Agenda	No Additions
3. Review Action Items from Last Meeting	
4. Review Priorities and Next Steps	<p>The TOG Priority list was shared with the VPs and also presented to Chancellor's cabinet yesterday. Overall the feedback is positive. There was a concern expressed on how high the CVC work ranked. Some work on the CVC may need to slow to allow other work to move forward quicker.</p> <p>TOG List should also be shared with Academic Senate, Classified Senate and College Tech Committees. <b>Action: Kerry to handle.</b></p> <p>It was noted that we need some kind of document to log changes to the prioritized list. It should include what the change was, why and any other pertinent information. Kerry shared a draft Word document that we will try for now. It's called the TOG Prioritization List Changes document.</p> <p>Pam added a section to the TOG list called "Active" and items "Queue" so that it's easier to see which projects are actively being worked on. There is also a new tab for new projects that needs to be addressed</p> <p>Dawn shared that while she recognizes the need to address shifting priorities, she hopes we will stay on target for the CVC priorities. Pam shared we are still on track for the Sending of eTranscripts and the CourseFinder API.</p> <p>Aaron noted that we need to separate new ideas projects from maintenance issues. Maybe have a separate list for maintenance issues (system stability).</p> <p>We still need to address how we integrate new requests/items into list. Also, we need a way to share the list readily for transparency and operations.</p>
5. Group End of Year Evaluation	Expect an end of year evaluation to be emailed out later this month
6. Other Business	<p>Superglue: Phase one was done on Tuesday ☺ Phase two and three are more complicated and forthcoming.</p> <p>Security Issue: Birthdays as passwords to be replaced: We need a way for students to independently reset their passwords.</p> <p>-Canvas SSO could fix Canvas so it can relate to other projects</p> <p>- Need to meet twice a month, including over the summer.</p>

7. Next Meeting

May 18