

Technology Coordinating Committee (TCC) Regular Meeting Minutes
Friday, May 8, 9:00am - 10:30am
Prepared by: Ann-Marie Fisher

Attendance: 9 voting members, 0 non-voting, and 6 guests, total of 15 attendees. (note: 8 voting members required to meet quorum)

Chairs (3)	Classified Senate (3)	Student Senate (2)
☐ Bruce Griffin (DO CTO) (non-voting)	☒ Cathy Gould (DO)	☒ Theresa Pedrosa (CC)
☒ Lisa Ulibarri (CC Faculty)	☐ Angela Castellanos (CC)	☐ TBD (LPC)
☒ Tim Druley (LPC Classified)	☐ TBD (LPC)	
Administration (4)	Academic Senate (4)	Distance Education (2)
☐ Stephen Gunderson (DO)	☐ Lisa Ulibarri (CC)	☒ Christina Davis Roza (CC)
☒ Sara Woods (ITS)	☒ Thomas Lothian (CC)	☐ Kathleen King (LPC)
☒ Nathaniel Rice (CC)	☒ Jeff Judd (LPC)	
☐ Traci Peterson (LPC)	☐ TBD (LPC)	
		Guests:
		Ann-Marie Fisher Wendy Poling
		Amanda Green Erika Dishman
		Chasity Whiteside James McNeely
College Technology Services (2)	Bargaining Units (2)	
☐ TBD (CC)	☐ Debbie Fields (FA)	
☐ Sherman Lindsey (LPC)	☐ Timothy Druley (SEIU)	

Item	Information/Discussion	Action
	Meeting called to order @ 9:10 am	
1.	Welcome and Quorum Check <i>For information: Quorum met at 9:11am</i> Tim Druley and Professor Lisa Ulibarri co-chaired the meeting as CTO Griffin was unable to attend.	
2.	Approve Today's Agenda (action item) President Pedrosa made a motion to approve Nathaniel Rice seconded The agenda was approved with 6 yes votes, 0 no votes, 0 abstentions.	Approved

3.	Approve April 10, 2026 Minutes (<i>action item</i>) President Pedrosa made a motion to approve Nathaniel Rice seconded. The minutes were approved with 7 yes votes, 0 no votes, 0 abstentions.	Approved
4.	ITS Staffing (<i>Information</i>) CTO Griffin was unable to attend today's meetings so there wasn't an ITS Staffing update.	
5.	Technology Project Intake Process (<i>Information</i>) Tim Druley and Lisa Ulibarri provided the update. According to CTO Griffin during the April Technology Coordinating Committee, the process is being finalized on the finance side and at the district office. Lisa Ulibarri added that a pilot version would take place over the summer.	
6.	Annual Recap of Goals <i>For information:</i> Tim Druley provided the update. The Technology Coordinating Committee for the 2025 – 2026 academic year has completed all of its goals! The attached handout lists each goal, which meetings the goals were discussed, and the completion date of each goal. Congratulations to the committee for a successful year!  TCC_Goals_Recap.pdf	
7.	Consolidation and Share-out of Evidence for Accreditation (<i>Goal 2</i>) <i>For information:</i> Tim Druley and Lisa Ulibarri provided the update. LPC has received their midterm report and the deadline to receive feedback has passed and we have reviewed the district's technology master plan. Lisa Ulibarri spoke for Chabot said their drafts are working their way through the Senate and there was still an opportunity to provide feedback, but it appears they are on target to meet the deadline.	
8.	Accessibility Compliance Maturity Model <i>For information:</i> Tim Druley provided the update. The state Chancellor's office has pushed back the evaluations until Spring 2027.	

	Accessibility Compliance Maturity Model (cont'd) Ann-Marie Fisher added that beginning in September 2026, in order to meet accessibility requirements, the minutes and agendas for this committee will have a new look as they will be created through Board Docs. Tim Druley and Dr. Foster at LPC have been discussing how to make agendas and meeting minutes meet accessibility requirements. Chasity Whiteside asked if using BoardDocs for agendas and minutes came about as a directive, and it did not. Other IPBM committees were already using BoardDocs for their agendas and minutes, and this committee will no longer be the only IPBM committee that is still using the old format, which is easier to follow and live edit, but does not meet accessibility requirements. A discussion ensued regarding the importance of any changes to the format of agendas and minutes being uniformed at both colleges, and that BoardDocs will be replaced in January 2027 with a new, modern, and customizable product called Diligent.	
9.	Academic Software Acquisition Update (Goal 4) <i>For information:</i> Tim Druley provided the update. This is moving forward with testing over the summer and will be ready in the fall.	
10.	SSB9 Update <i>Discussion:</i> Cathy Gould and Chasity Whiteside provided the update. a. Faculty Rollout & Rosters The rosters went live and is going smoothly. The bulk of the tickets were from faculty trying to access rosters via ClassWeb and also how did SSB9 rosters work so ITS put out an FAQ to assist. It was also noted that faculty continue to log onto Zoom to watch the recorded demos of SSB9 roster function.	
11.	District ITS News/Updates <i>For information</i> As CTO Griffin was not in attendance, there wasn't an update.	
12.	College Technology Committees News/Updates <i>For information</i> a. Las Positas College – no update. b. Chabot College – no update.	

13.	Good of the Order Invites for this committee's Fall 2026 meetings will be sent out later today. There was a question in the comments about the Canvas cyberattack, and all attendees were informed they were to refer to the Chancellor's email sent last night and any media queries should be sent to PRMG. James McNeely asked about who he could speak to regarding the Microsoft Copilot licensing and he was told to email Ann-Marie Fisher to get a meeting with CTO Griffin. A question was asked about ChatGPT for CLPCCD. Once faculty/staff has attended a training session, they will receive their log in and access. It was noted that the district's version of ChatGPT is the free version. We are still using the free version because which AI tool the district decides to utilize has not yet been made.	
	Motion to adjourn made by Nathaniel Rice Cathy Gould seconded Meeting adjourned at 9:35am with 7 yea votes Fall 2026 Meetings: Sept 11, Oct 9, Nov 13, and Dec 11	