



NAPA VALLEY COLLEGE
TECHNOLOGY COMMITTEE MEETING

Minutes

May 6th, 2022

1:00pm – 2:30pm

<https://napavalley-edu.zoom.us/j/98115815858?pwd=YnpDVG45TVoydHoyeFBvRStYeXY1Zz09>

1.0 Call to Order

Start Time: 1:10pm

Present: Stan Hitchcock, Brandon Tofanelli, Patti Morgan, Melinda Tran, San Lu, Christopher Farmer, Jessica Erickson, Regina Orozco, Ryan Poorman, Robert Van Der Velde and Daniel Vega.

Note: Diane Van Deusen will be unable to join us today.

2.0 Introduction of Guests

Daniel Vega, and Jessica Erickson were welcomed

3.0 Adoption of Agenda

Motioned by Patti Morgan, seconded by Chris Farmer

4.0 Approval of Minutes

4.1 April 22nd, 2022

Motioned by Chris Farmer, seconded by Regina Orozco

5.0 Public Comments/Announcements

Ryan asked what was being done about the fraudulent creation of student accounts? They are spamming the internet as well. This information will be further discussed in section 6.4.

6.0 Discussion Items

6.1 Technology Master Plan Approval Update

Stan was misguided in how the Technology Plan should move forward. He was not aware of the AP to be followed in moving this forward. The plan will need to go to Budget & Planning. Stan will be in contact with Budget & Planning to add to a fall agenda, then it will move forward from there. Stan asked for more discussion. There was none.

6.2 Computer Refresh Strategy Document Review

Chris asked about leasing option updates. Daniel noted that all components have been given to the leasing company and we are waiting for a proposal. Chris also asked if there would there be any replacements over the summer. Daniel noted that we may have more information about this next week. Leasing options will be further discussed at this time. We may be able to. Ryan – what is the prospective of the user base. Should they be setup as in remote is more of an easier option. Should they be setup more to meet the remote access needs. NVC device issued to you. Chris – some is outlined in the master plan. DTC to make sure we meet the technology needs but not the deepest details. Ryan asked where these questions should go? Stan noted that it would be working through your chain of command. All members agreed.

6.3 Computer Refresh Spreadsheet Update

Stan thanked Sheree Marcos for the work she did on this document. Stan asked for discussion on this item. Regina thanked Sheree as well.

6.4 Security

Stan talked about this. He asked Jessica to update the Committee. Chancellors' office sent communications of issues they are having at the state level. Receiving bot generated applications. Basically, bot generated. This is a problem. Make sure to code students that are fraudulent. Since then, they have put in several different tools at the chancellor's office level. We are getting very few fraudulent. As they are identified we are coding them as fraud. Accounts not accessible anymore. Patti noted that the Department of Education had same issue. There are people committing fraud by identity theft and submit FAFSA applications as another person. These have been noted to the Inspector General as well. This is going on throughout the nation and is not just our college. Financial Aid has put the word out for faculty to see if they have students that are participating within Canvas. If they are not, they get labeled as a fraud.

Faculty have been directed to drop students that do not participate in class and sharing those names. The college is not seeing as many come through now. We cannot put spam filters at Department of Education level. Daniel – spam email we have been blocking with the header information. That is not just us, it is every organization. Another big part is training our users. Do we have a mechanism for student who has logged in but never done anything else with the college? Just to get Office 365. IT monitors both student and employee accounts. A lot of logins from Russia. It picks them out and blocks them. It is a pattern... starts locking stuff down if it is not in the norm.

Do we have a cross reference in Admissions or something? Do we have something for local frauds? John runs reports and they cross check. Report is sent to Jessica and Patti too. One of the other things to think about with student email is that students can apply 18 months in advance. We may have a student that submits FAFSA as early as October. In some cases, it is legit for email usage for students that are not yet enrolled. Patti – once of the thing's student photos in colleague.... This can be done now. food for thought... when we go to cloud and

have more room, we should use student photograph within Colleague. Ryan added something onto that. Can also be added to what Chris was saying. That physical onboarding process... this means all checkboxes can be checked and it gets secured more that way. Stan and Daniel discussed more. As far as spam, how much are we bombarded. Daniel answered, "...at least Daily 10k." This is with 90 emails making it through the filters and into students' inboxes.

Ryan had a question to add, "I just had a casual look at what is in the messages that do get through...There are XXX rated subject lines..." Patti added that if we had the user only use their email for work or school related business....(Patti I may need more information from you, I lost what more was said) Stan asked for any other discussions about security. It was noted that security will always be at the forefront of Technology. Ryan noted that his concern is that he speaks on these issues within his own department, to the Committee and to other constituency groups on campus, for nothing to be done about it. Chris Farmer suggested that he continue to bring this information to the Committee but also make a proposal that has more information and ask to be added to the agenda to discuss it. This is attributed to poor leadership in the IT area. This will be further discussed in a future meeting.

7.0 Action Items

8.0 Next Meeting

TBD – for Fall 2022

Stan thanked everyone for their service during the academic year. Ryan had one last comment, "Where is the best plan to ask questions to ask technologies impact on enrollment. About enrollment, schedule some time with Jessica and she would like to learn. What your role would be in this aspect. We all rely on technology for everything we do. Patti – is this the last meeting for the year and we start back in August. Have a great summer and it has been wonderful working with all of you. Stan may or may not be the co-chair come fall. So far, he will stay as our co-chair. Sheree will send mock schedules for the fall and the Committee must meet in person.

9.0 Adjournment

Motioned by Patti Morgan, second by Chris Farmer

End time 1:58pm

Distribution

Oscar De Haro – Co-Chair
Stanley Hitchcock – Co-Chair
Christopher Farmer
Patti Morgan
Diane Van Deusen
Regina Orozco

Melinda Tran
San Lu
Brandon Tofanelli
David Soto Gonzalez
Vacant – Acad. Senate Rep

Agenda & Minutes Only

Eileene Tejada
Danielle Alexander
Jim Reeves
Amber Wade
Dr. Robert Frost

Bulletin Boards

Administrative Bldg.
ASNVC Office
Classified Lounge
Faculty Lounge

Sheree Marcos is inviting you to a scheduled Zoom meeting.

Topic: District Technology Committee Meetings Spring 2022

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://napavalley->

[edu.zoom.us/j/98115815858?pwd=YnpDVG45TVoydHoyeFBvRStYeXY1Zz09](https://napavalley-edu.zoom.us/j/98115815858?pwd=YnpDVG45TVoydHoyeFBvRStYeXY1Zz09)

Meeting ID: 981 1581 5858

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