

## MEETING MINUTES

**September 1, 2022**

**1:30 – 2:30 PM**

**ZOOM phone/video conference**

### Expected Attendees

Anticipated Attendee	Representing	
Michelle Ransom, Chair	UC San Diego	X
Vice Chair	(vacant)	
Secretary	(vacant)	
Rena Martinez-Stlutka	Past Chair, Fullerton College	
Michelle Pena Smith	Bakersfield College	
Justine Kincade	College of Sequoias	X
Michael Simpson	Contra Costa College	
Steve Waterhouse	El Camino College	
Paul Pham	El Camino College	
Michelle Morris	Glendale CCD	
Austin Kemie	Glendale CCD	
Mitch Leahy	Santa Rosa Junior College	
Clark Ray	Santa Rosa Junior College	
Rocio Rubalcava	Los Angeles City College	
Beatriz Rodriguez	Los Angeles City College	X
Andrew Alvarez	Los Angeles CC District	

Anticipated Attendee	Representing	
James Fitzsimmons	Los Angeles CC District	X
Hong Nguyen	Los Angeles CC District	
Maricela Arevalo	Los Rios CCD	
David Sahakyan	Los Rios CCD	X
Lorena Lopez	Pierce College	
Vivian Meshriky	Pierce College	
Kristine Ayvazyan	Pierce College	
Veronica Fisher	Reedley College/ State Center CCD	X
Mark Liang	Santa Ana College	
April Grommo	CSU CO	X
Enoch Woo	CSU CO	
Nancy MiLee	CSU CO	X
Janice Miller	CSU Long Beach	
Nita Guzman	CSU Northridge	
Riel Palis	CSU Northridge	
Camille Rieck-Armstrong	San Francisco State	X

Anticipated Attendee	Representing	
Renee Monte	San Francisco State	
Laura Chavez Hardy	UC Office of the President	
Hannah Frankel	UC Berkeley	X
Rubi Bedran	UC Riverside	
Luke Lindquist	UC Santa Barbara	X
Monterey Sims	University of Phoenix	
Suzy Eagen	University of Phoenix	
Sean O'Reilly	XAP	X
Steve Klein	CCC Tech Center	X
Mark Cohen	CCC Tech Center	X
Valerie Lundy-Wagner	CCCCO	
Russell Grant	CCCCO	
Gary Bird	CCCCO	
Preethi Talwar	CCCCO	X

### ZOOM Participant/Meeting Details

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/873581329> [See invite for password]

Or iPhone one-tap (US Toll): +16699006833,873581329# or +16468769923,873581329#

Or Telephone:

Dial:

+1 669 900 6833 (US Toll)

+1 646 876 9923 (US Toll)

Meeting ID: 873 581 329

International numbers available: <https://zoom.us/u/abbgr6AIMu>

**A. Introductions .....**

- 1. Roll Call (Michelle Ransom)
- 2. Accept Minutes from prior meeting (Michelle Ransom)

Motion to accept minutes made by Veronica Fisher, Seconded by Michelle Ransom

- 3. Agenda review/revision (Michelle Ransom)

No revisions made to the agenda

**B. Committee Business (Open Meeting) .....**

- 1. CCC Tech Center Update (Mark Cohen)

The Tech Center reported success with the upgrade of eTranscript CA to support the new area F fields. The Tech Center is in the process of updating the eTranscript CA project website which will be implemented in the coming weeks.

- 2. XAP Sales Update (Sean O'Reilly)

XAP continues to meet with colleges coming on board as part of CVC-OEI. Several demos are scheduled for this month for colleges joining as receivers, or sender/receivers. Imperial Valley has reached out wanting to get on board ASAP. We expect more new members joining over the coming months.

Arizona State University has canceled their contract with XAP to participate in the network.

- 3. Update: Deployment of Area F support (Sean O'Reilly)

The eTranscript California software update was released on August 24<sup>th</sup>, near every college was ready to go. As of this report there are two colleges (both smaller colleges with low transcript volume) that have not yet had their upgrade verified.

A bug was found that created an issue with PDF transcript downloads, this has since been resolved.

4. Review Monthly Usage Report

(Mark Cohen)

Being the first of the month, the usage report had not been updated in time for this meeting.

**C. Closing** .....

5. Roll Call

(Michelle Ransom)

**Next Steering Committee Meeting – Oct 6, 2022**