

- iii. The District is testing Microsoft Office 365 for access to the latest version of MS Office applications and for secure cloud file storage service.
- iv. For students who request a ".edu" address, FHDA would like the ability to assign emails. The ".edu" address will then allow students to obtain discounts and access free educational resources.
- v. Adobe Creative Cloud is available through a District-wide site license. Employees are able to self-install Acrobat, but work tickets will need to be submitted for other creative suite applications.
- vi. The District now has a site license with Lynda.com for online tutorials and training on software and applications. Currently employees can set up their own account, but by the end of the year the site should be integrated into the FHDA system and employees will be able to access Lynda.com with their CWIDs.
- vii. Progress has been made with ePrintIt, but there are still some issues to address. A majority of printing is done in the library; therefore with the assistance of library staff and ePrintIt users, a comprehensive "must fix" list was compiled for the vendor. Required versus desired features will be reviewed and a meeting will be held tomorrow to discuss how to solicit from other providers who may be able to offer solutions.
- viii. FHDA is rethinking how it approaches laptop and desktop standards for the District. Due to the high number of requests for alternatives to the standards, it has been determined that the current standards are insufficient to meet the needs of its employees. ETAC is reviewing how to provide a diversity of devices for its diverse personnel and how to remain service efficient to all.
- ix. Service Level Agreements (SLA) between ETS and the using group describes responsibilities and how support will be provided, whether there is vendor support,

taskforce include articulation, the bookstore, the library, and the BSS division who are submitting at least three courses for consideration for the pilot program.

- iii. Send the names of those who may want to/should be represented on the taskforce to Judy Baker bakerjudy@foothill.edu. Also send emails for those who may just want email updates.
4. TTF membership recruitment
Please email Judy Baker BakerJudy@foothill.edu or Andrea Hanstein HansteinAndrea@foothill.edu the