Rancho Santiago Community College District

District Office
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Technology Advisory Group

Meeting of: Thursday, March 1, 2012 – 2:30 p.m.
District Office, Board Room 107

Meeting Minutes for March 1, 2012

Members Present: Curtis Childress, Dean Hopkins, Scott James, Cherylee Kushida, Sylvia LeTourneau, Joe Pacino, Nicholas Quach, Sergio Sotelo, George Sweeney, Jose Vargas, John Weispfenning, Lana Wong

Members Absent: Raymond Hicks, Becky Miller, Aracely Mora, Narges Rabii, Linda Rose, Randy Scott

Guests Present: Tammy Cottrell, Sergio Rodriguez

Approval of Minutes from February 2, 2012 Meeting
The minutes from the February 2, 2012 TAG meeting were approved unanimously.

Discussion
- Tablet Policy
  - The Tablet Policy was approved unanimously via Email vote.
- Strategic Technology Plan
  - The Strategic Technology Plan revisions and updates were reviewed.
    - Section 1: Minor changes to the structure were reviewed. Membership corrections were noted. It was suggested that web presence should be featured in the 2012-13 STP and that there is a need for consistency between the site structures. No changes in training and support.
    - Section 2: No changes. It was noted that budget issues have hindered the progress
    - Section 3:
      - Instructional Technology was discussed. It was noted that a definition should be included for "applet" (a small web-based program embedded in a website). A highlight of the SCC portion was the details included on the instructional technology design center.
      - TAG / District Office: N-computing and green innovations for the district were discussed. It was suggested to include the cost comparison / savings and practical classroom application examples for VM Ware.
    - Section 4: ITS Projects were discussed and it was noted that a section on the web needed to be added to the application section.
    - Section 5: Spreadsheets were reviewed.
    - Section Headers / Table of Contents: It was suggested that the section headers in the table of contents could be more descriptive in order to generate interest in the section. Perhaps highlighting some of the accomplishments and / or focal points.
    - Section 2-5 should be called an appendix as they are a result of the STP and technically a part of it. This change is suggested for the 2012-13 STP structure.
    - All revisions to the STP documents are due to Sylvia LeTourneau no later than March 9th.

- - It was suggested that the STP be a 3 or 5 year document, and then only publish the annual accomplishments, projects, etc.
- Blackboard Wireless: Cherylee Kushida will be setting up a demonstration of Blackboard Wireless for both SAC and SCC.
  - It was noted that if the cost of establishing a mobile website for SCC was reasonable, that it should be completed. Again it was mentioned that there needed to be continuity between the structures of the District's websites.
- Virtualization: The benefits and cost-effectiveness of virtual servers with centralized storage was discussed.
  - It was suggested that desktops could go virtual and that there would no longer be physical boxes at each desk.
  - Funding for virtualization is currently at the college level and is fragmented.
  - It was noted that better solutions would be available with more resources, if funding was combined.
  - This issue is to be taken back to the college technology committees for discussion.
- General Committee Member Updates:
  - SAC TAC: SAC website went live with Share Point 2010

Information
- A draft of the Strategic Technology Plan was distributed.

Action Items
- Revisions to the STP are due to Sylvia LeTourneau no later than Friday, March 9, 2012.
- College Technology Committees are to discuss the funding of virtual technology.

Meeting Schedule
2011-12 TAG Meeting Schedule
Thursday, April 5, 2012	2:30 – 4:00 pm	Board Room (Dist 107)
Thursday, May 3, 2012	2:30 – 4:00 pm	Board Room (Dist 107)
Thursday, June 7, 2012	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, July 12, 2012	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, August 2, 2012	2:30 – 4:00 pm	Executive Conference Room (Dist 114)

Adjournment
Ms. LeTourneau adjourned the meeting at 3:50 pm.