

Rancho Santiago Community College District

District Office

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Technology Advisory Group

Meeting of: Thursday, August 2, 2012 – 2:30 p.m.

District Office 114, Executive Conference Room

Meeting Minutes for August 2, 2012

Members Present: Curtis Childress, Corine Doughty, Dean Hopkins, Scott James, Christine Kosko, Sylvia LeTourneau, Becky Miller, Joe Pacino, Nicholas Quach, Narges Rabii, Linda Rose, Jose Vargas

Members Absent: Raymond Hicks, Cherylee Kushida, George Sweeney, Lana Wong

Guests Present: Tammy Cottrell, Allen Dooley, Sergio Rodriguez

Approval of Minutes from July 12, 2012 Meeting

The minutes from the July 12, 2012 TAG meeting were approved unanimously.

Discussion

- Same or Single Sign On:
 - Sylvia LeTourneau reviewed the Same Sign On project for the committee. Some TAG members were converted to the Same Sign On August 1. Tammy Cottrell reported that the feedback provided by TAG members on the conversion process was very helpful, and that the documentation for the end users has been updated to reflect the suggestions.
 - Requiring password changes was discussed and the issue of hacking was raised.
 - Publication web submissions were briefly discussed. ITS is to check to see if the system can authenticate from Active Directory. ITS will continue to work with Public Relations and Publications on this element.
- Mobile Devices – Remote into Desktop:
 - ITS has identified two apps that are approved for remote access to District desktops from mobile devices – Splash Top and Log Me In. These will be the only two apps allowed on District devices.
 - Log Me In is a free option, though the interface is not as user friendly.
 - Splash Top costs about \$10 / year, but has a user friendly interface. As there is a free option in Log Me In, the District will not be reimbursing employees who wish to purchase Splash Top.
- Blackboard:
 - After the committee voted to purchase the Blackboard Mobile application, Blackboard changed their structure and would charge students \$1.99 / download, in addition to the charge to the District. The purchase was put on hold.
 - Blackboard Analytical is being reviewed. The cost is around \$106,000. The product seems to be more of a statistical analysis and institutional effectiveness tool. It was decided that the topic should be discussed at each campus, and that a demonstration of the product should be requested. It was asked if other community colleges were using the product.
- College Technology Plans

- The five year technology plan for accreditation is expiring. It was noted that both colleges should be working on the new plans.
- SAC provided a draft copy of the Technology Strategic Action Plan for review. The thought process behind the plan was that the ideas would “trickle up” to the TAG committee.
- The topic of how the college strategic plans and TAG work together was discussed. Discussion ensued as to how TAG can integrate the college plans within the Strategic Technology Plan and determine what is the colleges’ responsibility. The students and student needs are the driving force. It was suggested that a student survey would be helpful and provided needed data.
- General Committee Member Updates
 - SAC TAC – will meet August 29
 - SCC TC – will meet in September
 - Joint Cabinet – Sergio will meet to discuss education plan with faculty.
 - ITS – ITS projects in progress are “Pay to Register,” Student Education Plans, Faculty Evaluation System, Same Sign On, Video Surveillance, and Wireless
 - Other – Both Libraries are upgrading systems, the target completion date is January 2013. They will “go live” for the spring semester. The project is replacing both hardware and software and utilizing a virtual server.

Action Items

- None

Information Distributed

- A copy of the Draft of the SAC Technology Strategic Action Plan was distributed.

Meeting Schedule

2012-13 TAG Meeting Schedule

Thursday, September 6, 2012	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, October 4, 2012	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, November 1, 2012	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, December 6, 2012	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, January 10, 2013	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, February 7, 2013	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, March 7, 2013	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, April 4, 2013	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, May 2, 2013	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, June 6, 2013	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, July 11, 2013	2:30 – 4:00 pm	Executive Conference Room (Dist 114)
Thursday, August 1, 2013	2:30 – 4:00 pm	Executive Conference Room (Dist 114)

Adjournment

Ms. LeTourneau adjourned the meeting at 4:04 pm.