

Rancho Santiago Community College District

District Office

2323 N. Broadway, Santa Ana, CA 92706

Office: (714) 480-7439 Fax: (714) 796-3995

Technology Advisory Group

Meeting of: Thursday, September 3, 2015 – 2:30 p.m.

District Office 103, Santa Ana Conference Room

Meeting Minutes for September 3, 2015

Members Present: Tammy Cottrell, Mike DeCarbo, Ancie Dulalas, Dean Hopkins, Jim Kennedy, Lee Krichmar, Cherylee Kushida, Tamara Nabulsi, Alfonso Oropeza, Jason Palmer, Jolene Shields George Sweeney, Pat Weekes

Members Absent: Curtis Childress, Kari Irwin, Narges Rabii-Rakin, Sergio Rodriguez

Guests: Stuart Davis

Discussion

- Call to Order/Minutes
 - Meeting called to order at 2:33 p.m.
 - The minutes from the June 18, 2015 meeting were approved.
- Lab & Web Attendance System Discussion
 - Stuart shared that feedback was received from both campuses regarding those items that the users liked and/or disliked with the current CI Track system. Paul has been implementing the changes and rewriting a new system. A kiosk capability has also been developed.
 - Additional enhancements will include branding and colors for each campus. And, it will work on Windows 8 and 10, which the current version won't run on anything newer than Windows 7.
 - Stuart will be putting together a demonstration in late September to show the progress so far and address any outstanding issues. He is shooting for a pilot in intersession with a full roll-out in spring 2016.
 - Reporting features from CI Web are currently the same as our current system. Another phase of this project will potentially include additional custom reports down the line; since this is an in-house program, we can more readily customize for the future.
 - A user group will be formed before going forward with the CI Web portion of the project as the project progresses.
- A/V Standards Update
 - Lee reported that a prototype has been set up at SCC with the Utelogy software in D-101.
 - SAC will have three rooms as prototypes: SAC has selected three locations for prototypes: A-130, C-213, and R-202.
 - The A/V equipment for the rooms has arrived (most was purchased last fiscal year); however, two of the rooms do not have the appropriate furniture to house the new A/V equipment. The PO's for the Spectrum furniture have been cut
 - Lee provided and reviewed the handout with all the features that were selected for the order of two new podiums that are ADA compliant for SAC.
- VDI Update
 - Jason provided an updated on the VDI proof of concept and the back end infrastructure. Prototypes were set up at SCC Library and SAC A-211 with a gold image. Findings were that the

performance was less than desirable and SAC had a lot of customizations that were not going to be implemented very easily.

- This has not proven to be effective from a cost/value perspective and may be more suitable at a later date. Jason and Lee have recommended that we table this topic for future use. We will save the information gathered thus far.
- Lee shared that the price that we were able to secure for the HP desktops has also made the status quo more favorable than VDI. New desktops also fall below the cost threshold for asset tracking.
- Ellucian Mobile Update
 - Stuart reported that the Ellucian Mobile app has been turned on and is fully functional. Items already included are Registration, Student Class Schedule, Maps, Grades, Notifications and Announcements. Events still needs to be added, but this component requires an I-Cal calendar format so further discussion is needed. Student Self Service and Financial Aid are also coming.
 - Google Analytics has been turned on and we are seeing hits from all over the world.
 - There are two problems to address:
 - Registration in Ellucian Mobile circumvents the registration module currently in Webadvisor. There are several checks and forms to fill out that are not available in the mobile app
 - The custom add piece is also missing from the mobile app. Add codes that were customized by the campuses do not function either. Several other campuses have a similar “add code” process and their remedy was to disable the registration piece of Ellucian Mobile for the two week period that Add Codes are required. The mobile app would still be available. Only the registration piece would be disabled/hidden.
 - This is fully available but not announced yet.
- Ellucian Portal Discussion
 - Lee reported that we have procured a new module from Ellucian called a Portal, which is targeted primarily for students but can also be used for faculty and staff. This is estimated to be a 9 month implementation project. A project plan will be built over the next few weeks to determine the milestones and targets to reach for implementation. This project plan requires a significant amount of participation from SAC & SCC, so we’ll need to stay on target, or the timeline will easily slip.
 - Participation will be requested from the campuses for content, announcements and messages as well as defining the roll-out process. Branding will also be customized to each campus.
 - Single Sign-on will be available for Blackboard as well as WebAdvisor as part of this project scope.
 - SAC has already put in a request for the Financial Aid piece, which may be included in this roll-out, but possibly a future project.
 - Testing and participation will be solicited from the campuses regarding implementation, but some items are “out of the box” which may not be customized to departmental workflows. Further discussion will be needed.
 - Lee shared a handout proposal to have our Colleague Portal application hosted in the cloud with services provided by Ellucian in coordination with Amazon Web Services. This service has numerous benefits, but the biggest is the 24x7 support. Our current ITS staffing only covers M-F from 8 to 5. Penetration testing and other security monitoring services are also included with hosted services. Lee is also recommending we move forward with managed services from Ellucian for Colleague (which includes WebAdvisor) and ImageNow.
 - In Lee’s opinion, this is a major ITS trend occurring, and Ellucian is completely on board with offering all of their services within the cloud by 2016-17. Their two new products (Recruiter

and Pilot, or Retention) will ONLY be offered in the cloud. Delays in our commitment to putting the Portal immediately in the cloud could impact our implementation timeline.

- Student Email & Microsoft 365 Cloud Discussion
 - Jason reported that email addresses will be created for students to use Office 365 which includes Microsoft Office and cloud storage. Student's access to Office 365 is only when students are actively enrolled in the term. Email will still be functioning for life.
 - Additional discussion is still required to determine the access for students to Office 365 as it pertains to the criteria of what constitutes an "active student". An update will be made in a future meeting.
 - In preparation for this project and the portal an additional project to load ALL students into Active Directory and eventually do away with a secondary authentication process.

Information Distributed

- Spectrum Industries Freedom One eLift Lectern
- Ellucian Portal Handout

Next Meeting: October 1, 2015

2:30 to 4:00 p.m. in the Board Room (DIST-107)

Adjournment

Lee adjourned the meeting at 4:20 p.m.