# Technology Advisory Group

Board Room – District Office, Room 107

2:30 p.m. – 4:00 p.m.

**Meeting Minutes for March 7, 2019**

**Members Present:** Tammy Cottrell, Jesse Gonzalez, Scott James, Susan Hoang, Dean Hopkins, Cherylee Kushida, Daniel Oase, Alfonso Oropeza, Sergio Rodriguez, John Steffens, Amy Styffe, Pat Weekes, Estefania Perez – SAC, Garradan Simmons - SCC Student

**Members Absent:** Jorge Forero, Jim Kennedy, Mary Mettler

**Guest:** Stuart Davis

**Discussion**

1. Call to Order
	* Meeting called to order at 2:30 p.m.
2. Demonstrations: Self Service and Colleague UI 5
* Mr. Davis conducted a demo presentation of Colleague UI 5 and Self Service. Key areas and navigation process were discussed as follows:

Colleague UI 5

* + Same functionality but settings and icons are arranged differently.
	+ New look and feel and login page.
	+ Compatible with Internet Explorer and other browsers like Firefox, Chrome and Edge (Safari – still needs to be validated)
* Mr. Davis announced that the UI 5 Production link is available on the ITS webpage under Application Support Services, for those who would like to test. Mr. Gonzalez will be sending the link to TAG members, so they can start testing.
* As announced during the March TAG meeting, an email announcement will be sent out to launch the UI 5 icon on users’ desktop. Both UI 4.5 and UI 5 icon will be on users’ desktop for a couple of months to better prepare users in hopes for a seamless transition. Training documentation is available and there is a plan to schedule training sessions for SAC and SCC. Discussions ensued.
* Concerns raised:
	+ Testing with ad blocker.
	+ IE seems to be slow to respond.

Self Service

* WebAdvisor – initial end-of-life of December 31, 2020 (20-year old technology). After 7 years of iterations by Ellucian, Self Service will be the true WebAdvisor replacement. “Go-live” tentative date will be officially announced during the Ellucian Live 2019 conference in April.
* Mr. Davis expounded on the different categories/menu (Student, Employee, Financial Aid, Graduation, Fiscal Management etc.). Access to any category is based on level of security allowed or setup for the person.
* Some modules are currently turned on for testing purposes and have received positive feedback.
	+ Student Planning at SCC. SAC started Spring 2019.
	+ Financial Aid – Fall 2018. Both links in WebAdvisor.
	+ Graduation Office is currently testing graduation overview component.
* Several concerns were discussed. Discussions ensued:
	+ Name change of Self Service to a more fitting or recognizable brand name.
	+ What percent of population is going through Self Service to register?
	+ Integration with OEI.
	+ Compliance issue with legal mandates. Add-code is an issue.
	+ A training plan, especially for students, is needed.
1. Districtwide Technology Planning Framework Update
* Mr. Gonzalez provided a brief recap of conversation from last meeting.
* Met with SCCTEC and formed a sub-committee to include Sergio Rodriguez, Alfonso Oropeza and Scott James as members.
* Mr. Gonzalez will provide the draft and gather everyone’s input at the April meeting.
1. Technology Update – Colleges

SAC – J. Steffens

* Projector replacement project – SACTAC approved reallocation of funding (37) projectors. Summer target date. Estimated budget is $200K.
* Computer replacement project – a total of 220 computers have been ordered by Purchasing.
* Cranium Café – three pilots. Distance Ed has been launched; Student Helpdesk and VRC Kiosk check-in capability this Spring. Single-Sign-On, Colleague and Campus Cast integrations are still in the works.
* Mr. Steffens has been asked to create a roadmap for Guided Pathways projects and will share to the group when ready. Should we leverage on ePortfolio that we currently have in Canvas?

SCC – S. Rodriguez

* Multiple Measures (replacement for Placement Testing) – still diligently working on automating process with the campuses to ensure realignment with the District and a smooth transition. Target date early April. Discussions ensued.
* Technology fee – an idea whether to start charging students technology fee as other school districts.
1. Blackboard Learn Archive savings discussion
* Mr. Gonzalez shared that the potential savings from cancelling the Blackboard Learn Archive contract is $33K each year for year 2 and 3. The cancellation notice has been sent to cancel the remaining years. The first year contract term will end April 24, 2019 for year one.
* Mr. Gonzalez in his recent meeting with fiscal services, confirmed that any technology related savings received by ITS, goes back to the college reserves on a 70/30 split (SAC/SCC). Discussions ensued.
* Allocation of savings will be discussed and decided on accordingly.
1. Approval of TAG Minutes – February 20, 2019
* Mr. Gonzalez called for a motion to approve the TAG Minutes of February 20, 2019 meeting. A motion to approve the minutes was made by, Mr. Steffens seconded by Ms. Cottrell and approved unanimously.
1. Other
* 2019 CISOA Conference in February – during this event, Mr. Gonzalez and Mr. Davis had a chance to meet with the Ellucian CEO and expressed the district’s challenges with Colleague stability. As a result, Ellucian has assigned a team for RSCCD to work with our ITS staff.
* Agenda Items – Ms. Hoang suggested that there needs to be a time limit allotted to each agenda item to better facilitate meeting discussions.

**Next Meeting Reminder: April 4, 2019; Board Room (DIST-107)**

**Adjournment**

The meeting was adjourned at 3:47 p.m.