

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, May 2, 2013 – 2:30 p.m.

District Office 114, Executive Conference Room

Meeting Minutes for May 2, 2013

Members Present: Curtis Childress, Raymond Hicks, Dean Hopkins, Sylvia LeTourneau, Joe Pacino, Jolene Shields, George Sweeney, Lana Wong

Members Absent: Corine Doughty, Scott James, Christine Kosko, Cherylee Kushida, Becky Miller, Nicholas Quach, Linda Rose

Guests Present: Tammy Cottrell, Allen Dooley

Discussion

- Minutes:
 - The minutes from the April 4, 2013 meeting were approved unanimously, motion made by Jolene Shields with the 2nd by Dean Hopkins.
- TAG Co-Chair Election was briefly discussed. At the January TAG meeting, it was decided that the faculty chairs of the college technology committees would alternate the co-chair duties on TAG. George Sweeney was nominated and unanimously ratified. Motion made by Lana Wong with the 2nd by Allen Dooley.
- Adobe Site License:
 - Curtis Childress provided information from Computerland, the vendor that the District purchases all Adobe products through. Per Computerland's records the District has spent over \$120,000 on Adobe products over the past three (3) years.
 - Curtis confirmed that all Adobe products, except for Captivate (\$55), are included in the district-wide licensing model. The option of just providing Adobe Pro (\$9 / FTE) was also discussed.
 - Curtis will continue to research and confirm what Adobe products specifically are included for each district-wide option. The agreement is three (3) years with a price lock paid annually.
 - The question was raised if the products were HTML5 compatible. A link to a webinar about the new Adobe products was Emailed to the committee. Adobe is compatible with SharePoint (copy/paste ability).
 - Scott James was assigned the task of determining justification for the recommendation of an Adobe site license. However, Scott was absent from the meeting. This will be revisited at the June TAG meeting.
 - More clarification of the Creative Cloud and Creative Suite was provided. The Creative Suite is a suite of products (including Dreamweaver, Photoshop, Indesign, etc.). The Creative Cloud is anything new that Adobe releases on the "cloud," which users can then download onto individual machines. New releases will be available on the Creative Cloud prior to being available on traditional media.
 - It was suggested that the TAG committee make a recommendation regarding the Adobe Site license at the June meeting, with a targeted effective date of fall 2013. The justification for the expenditure, and review of the cost and budgetary concerns will also need to be completed. ITS

may not have the budget available to fund the purchase, and the colleges may be required to contribute funds for the initial purchase.

- It was suggested that a survey be developed to assist in determining who is currently using Adobe products, which products they are using, and would offering the products be beneficial.
- It was determined that the issue should be further explored and discussed by the college technology committees.
- The Adobe site license will be revisited at the June TAG meeting.
- College Technology Plans:
 - Sylvia LeTourneau met with the Joint Cabinet to discuss the purpose of the TAG committee and the technology committees at each campus, and the failure when it comes to funding TAG recommendations. Cabinet members inquired about what would be necessary.
 - Hiring one person to head and develop an instructional technology program was discussed. SAC wanted a clearly defined scope of the program, and measurable success evaluation to ensure that the campus would see the cost-benefits. SCC had budgetary concerns, and may not be differentiating between instructional technology and distance education. It was mentioned, if the need was articulated and demonstrated, then it should be moving forward.
 - It was noted if that there was definite interest, but some clarification and definitions needed to be provided. It was suggested that each campus consult with the academic vice presidents on their ideas and visions.
 - The need for faculty buy-in and support, as well as a directive from administration was discussed.
 - Training and support (learning how to use the product), an instructional designer (helping the faculty use the product to build the curriculum), Distance Education (the program – AA through Distance Education, accreditation, standardization, etc.) were discussed.
 - Three distinct roles including Instructional technology training program (what technologies are being used), instructional material, and program development was discussed noting that the colleges would be responsible for handling the “other” pieces.
 - Another model discussed would be an integrated training and support area.
 - It was determined that the TAG committee needs to make a recommendation that is attainable, and the discussions will continue at the next TAG meeting.
- General Committee Member Updates
 - SAC TAC – No update
 - SCC TC – No update
 - Joint Cabinet – No update
 - ITS – No update
 - Other – No update

Action Items

- Scott James will research if an Adobe site license would be justified at the colleges (both SAC and SCC).

Information Distributed

- None

Meeting Schedule

2012-13 TAG Meeting Schedule

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 4:07 pm.