

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

[Website: Technology Advisory Group](#)

***Agenda for October 3, 2019***

2:30 p.m. - 4:00 p.m.

Board Room, District Office - Room #107

1. TAG membership and responsibilities update (5 minutes) – Gonzalez
2. Aligning TAG, SACTAC and SCCTEC (15 minutes) – Gonzalez
3. Technology Update – Colleges
  - SAC – Steffens (10 minutes)
  - SCC – Rodriguez (10 minutes)
4. Self-Service and portal update – Davis/Gonzalez (15 minutes)
5. Most widely used Student Information Systems and ERP's in the CA Community College Space (20 minutes) – Gonzalez
6. Approval of TAG Minutes – September 5, 2019 – **ACTION** (5 minutes) – Gonzalez
7. Other (5 minutes)

**Next TAG Committee Meeting:** November 7<sup>th</sup>, 2019

**The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.**

## Appendix 3: District-level Participatory Governance Committees

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The Rancho Santiago Community College District is committed to relying on the professional expertise and perspectives of employees across the district to build and maintain vibrant and collaborative decision-making processes. These committee members are united by a shared ambition to provide students with excellent instructional programs and services.

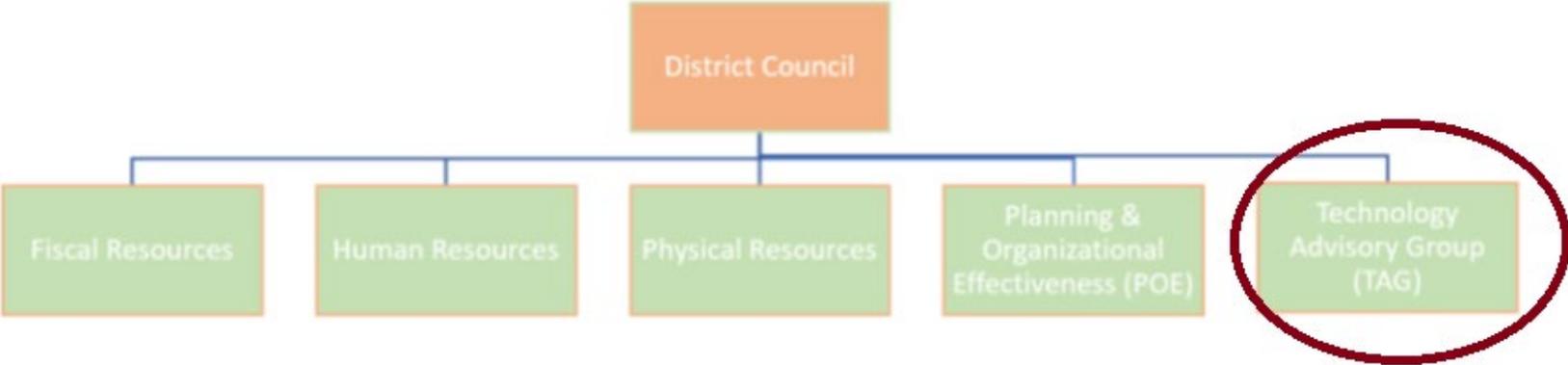
Each member who serves on a RSCCD participatory governance committee represents a specific constituent group. Therefore, committee members are responsible for:

1. Voicing the perspectives of the constituent group in the discussions and
2. Providing feedback about the committees' deliberations to colleagues.

The following table presents the responsibilities and membership of the six district-level participatory governance committees. The District Council will review the membership of these committees annually and make adjustments as needed.

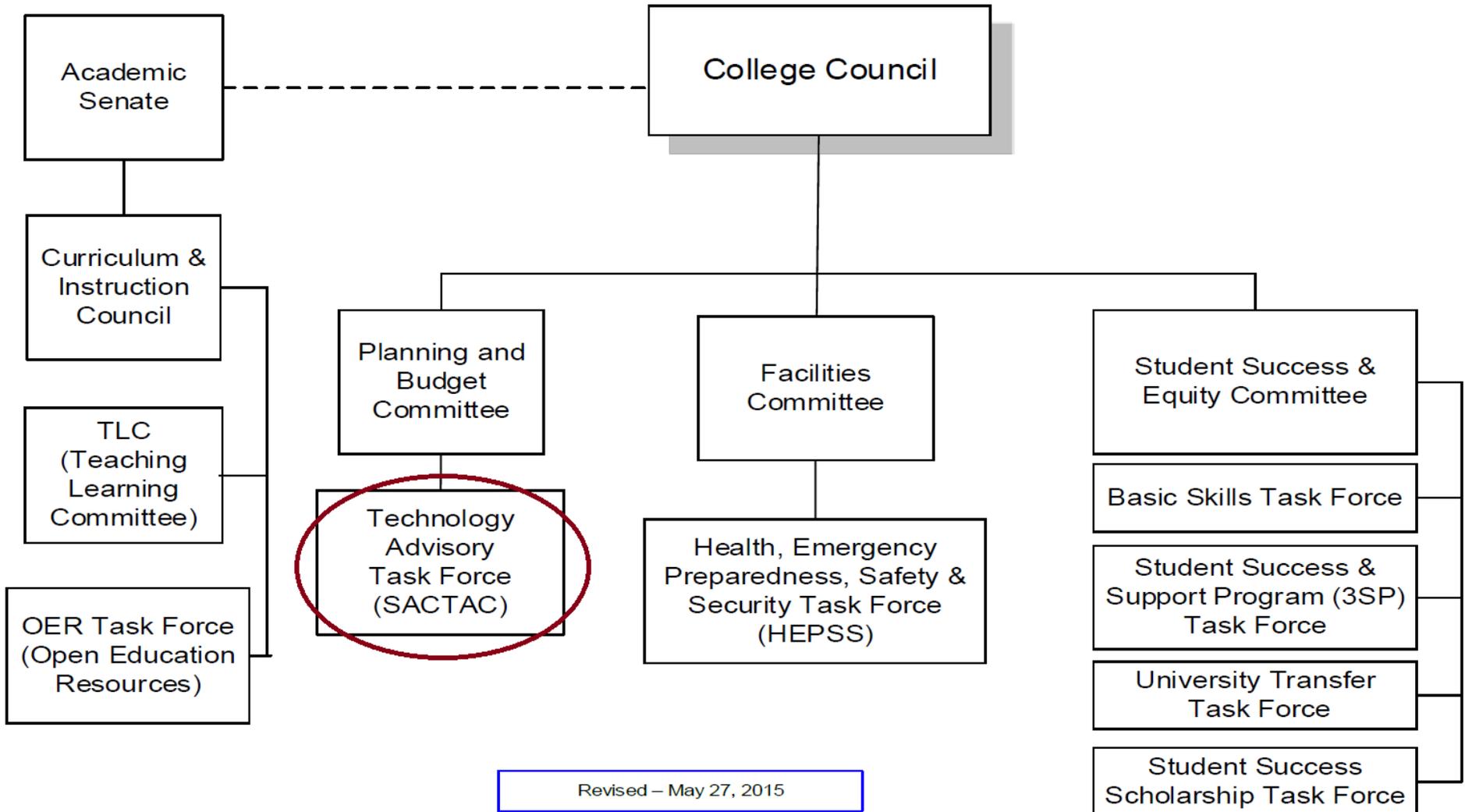


# Participatory Governance Committees

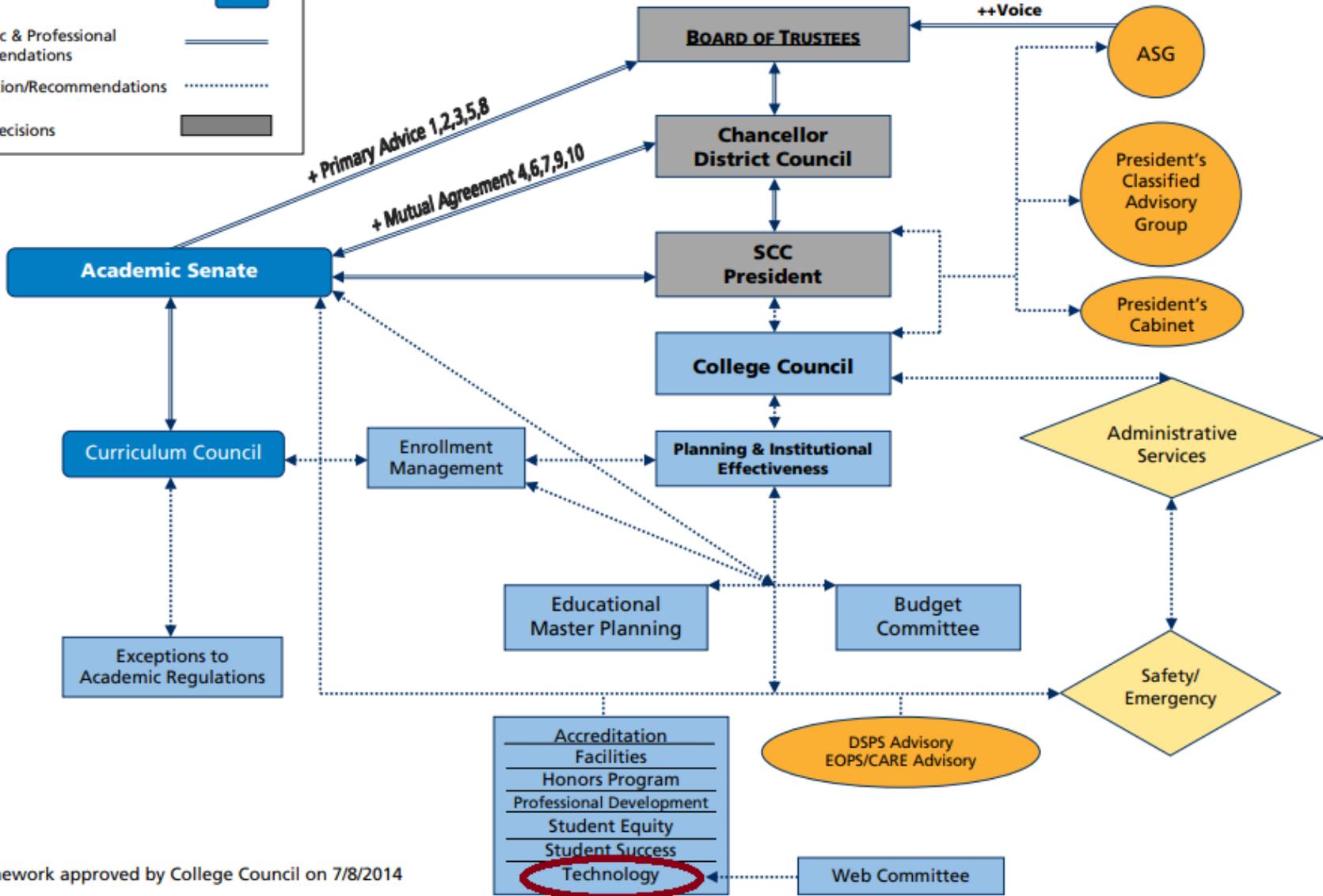
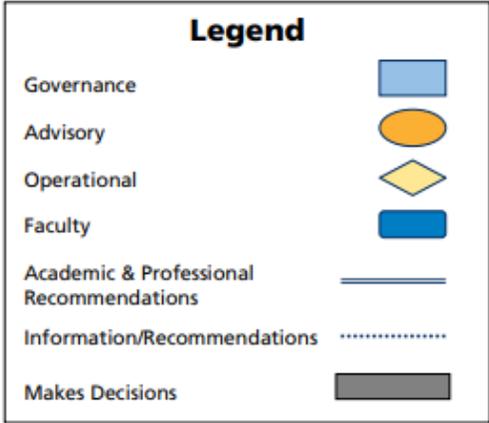


DISTRICT STRUCTURE

**SANTA ANA COLLEGE**  
**College Council**  
**(Participatory Governance Structure)**



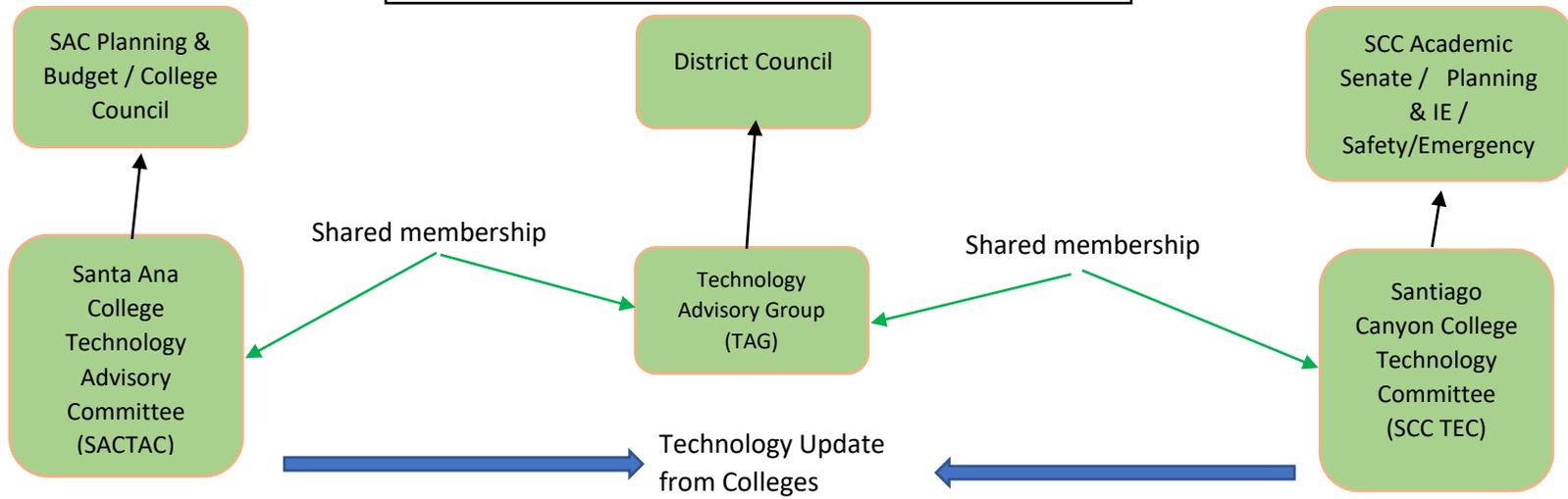
# Santiago Canyon College Collegial Governance Framework



Framework approved by College Council on 7/8/2014

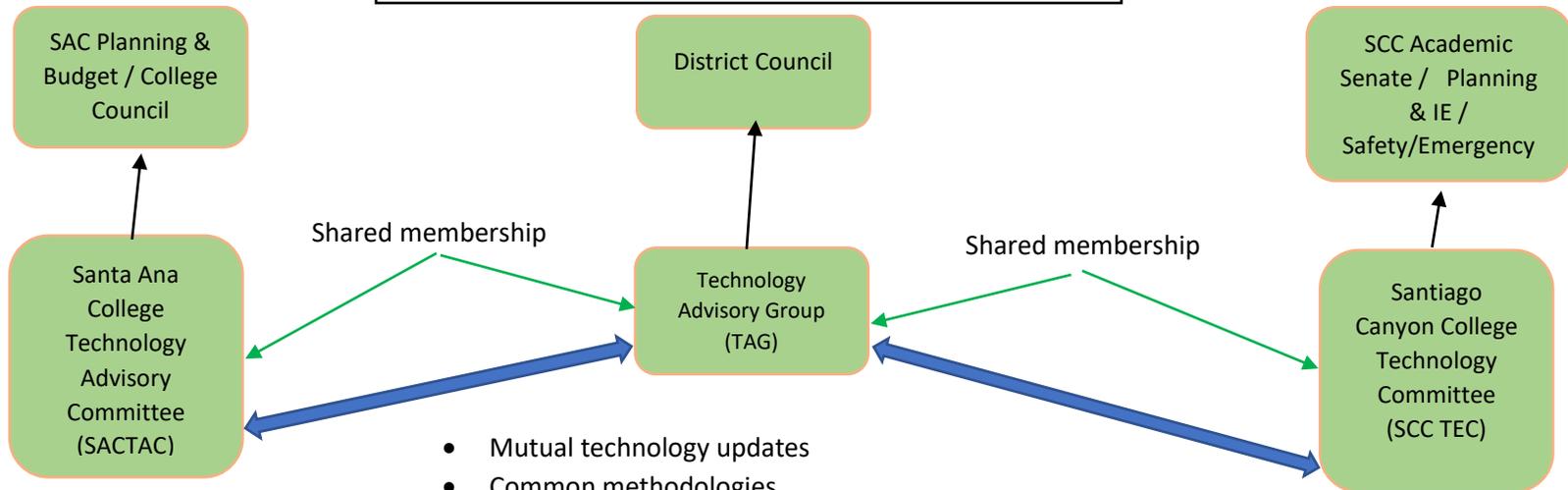
Rancho Santiago Community College  
District Technology Participatory  
Governance Structure

Current

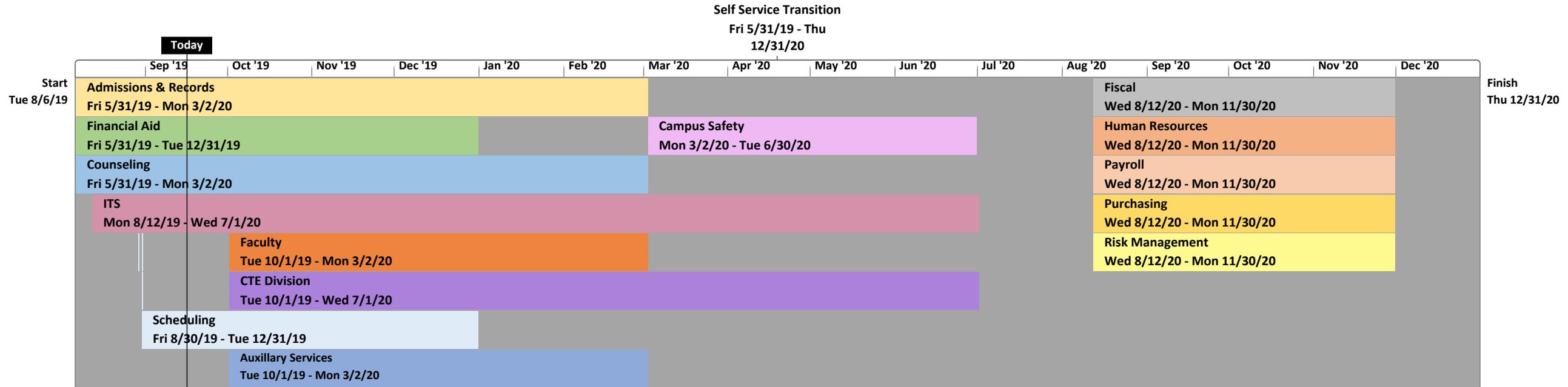


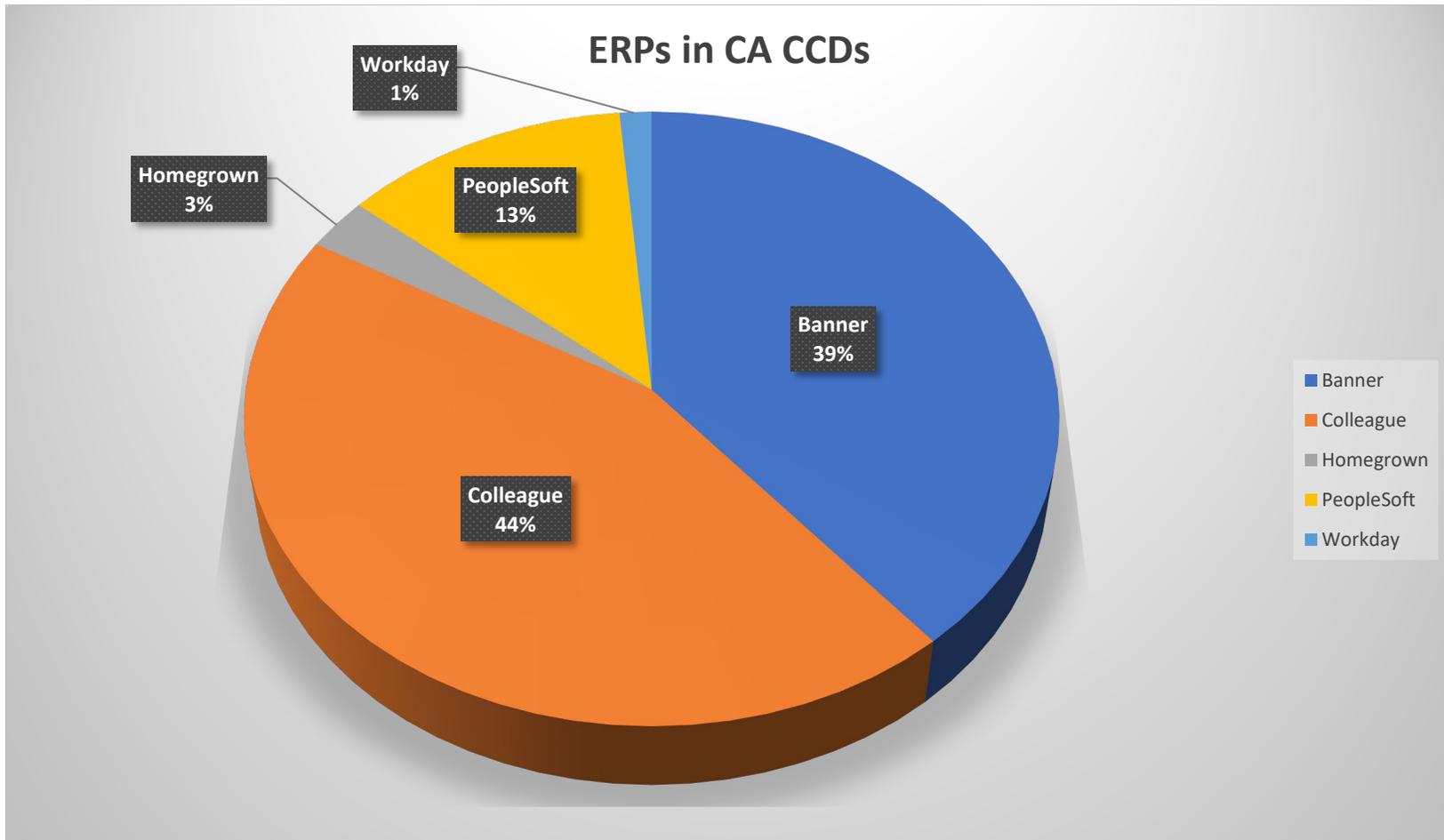
# Rancho Santiago Community College District Technology Participatory Governance Structure

Proposed



- Mutual technology updates
- Common methodologies
- Align technology plans:
  - Timelines
  - Framework
  - Task forces
- Define and document roles and responsibilities of technology related committees:
  - Include hand-off from planning to execution
- Share successful initiatives that could be expanded for districtwide benefit
- Assess and continuously improve structure
- Quarterly or bi-annual meeting on common topics





Ellucian has 83% of the market in the CA CCD space.

<b>ERP</b>	<b>Count of ERP</b>
Banner	28
Colleague	32
Homegrown	2
PeopleSoft	9
Workday	1

<b>District</b>	<b>ERP</b>
Allan Hancock	Banner
Antelope	Banner
Barstow	Banner
Butte	Colleague
Cabrillo	Colleague
Cerritos	PeopleSoft
Chabot-Las Positas	Banner
Chaffey	Colleague
Citrus	Banner
Coast	Banner
Compton	Colleague
Contra Costa	Colleague
Copper Mountain	Colleague
Desert	Colleague
El Camino	Colleague
Feather River	Banner
Foothill Deanza	Banner
Gavilan	Banner
Glendale	PeopleSoft
Grossmont	Colleague

Hartnell	Colleague
Imperial	Banner
Kern	Banner
Lake Tahoe	Colleague
Lassen	Colleague
Long Beach	PeopleSoft
Los Angeles	PeopleSoft
Los Rios	PeopleSoft
Marin	Banner
Mendocino	Colleague
Merced	Colleague
MiraCosta	PeopleSoft
Monterey	Homegrown
Mt. San Antonio	Banner
Mt. San Jacinto	Colleague
Napa	Colleague
North Orange County	Banner
Ohlone	Colleague
Palo Verde	Colleague
Palomar	PeopleSoft
Pasadena	Banner
Peralta	PeopleSoft
Rancho Santiago	Colleague
Redwoods	Colleague
Rio Hondo	Banner
Riverside	Colleague
San Bernardino	Colleague
San Diego	Colleague
San Francisco	Banner

San Joaquin	PeopleSoft
San Jose	Colleague
San Luis (Cuesta)	Banner
San Mateo	Banner
Santa Barbara	Banner
Santa Clarita	Colleague
Santa Monica	Banner
Sequoias	Banner
Shasta Tehama	Colleague
Sierra	Banner
Siskiyou	Banner
Solano	Banner
Sonoma (Santa Rosa)	Homegrown
South Orange County	Workday
Southwestern	Colleague
State Center	Colleague
Ventura	Banner
Victor Valley	Colleague
West Hills	Colleague
West Kern (Taft)	Banner
West Valley	Banner
Yosemite	Colleague
Yuba	Colleague

**Technology Advisory Group**  
Board Room – District Office, Room 102  
2:30 p.m. – 4:00 p.m.

**Meeting Minutes for September 5, 2019**

**Members Present:** Dane Clacken, Tammy Cottrell, Jesse Gonzalez, Susan Hoang, Dean Hopkins, Scott James, Cherylee Kushida, Daniel Oase, Alfonso Oropeza, Randy Scott, John Steffens, Pat Weekes, Juan Briseno – SAC Student

**Members Absent:** Jim Kennedy, Sergio Rodriguez, Garradan Simmons - SCC Student

**Guest:** Jordan Clark, Stuart Davis

**Discussion**

1. Call to Order
  - Meeting called to order at 2:30 p.m.
2. TAG introductions, membership, responsibilities and purpose
  - Brief introductions by attendees were made.
  - Mr. Gonzalez went over the structure of Participatory Governance Committees on a district level and the significant role of each advisory committee.
  - Responsibilities. Modifications were proposed as follows:
    - Include some form of bilateral communication; information needs to be reported back to each constituency and brought up for discussion.
    - Add planning and development of policy as instrumental role of TAG.
  - Membership: Mr. Gonzalez expounded on how TAG membership is structured on the Planning and Design Manual, which was last updated in 2013. There is a misalignment with the current membership. Several modifications were proposed:
    - Student representative appointed by each ASG President from Santa Ana College and Santiago Canyon College.
    - Director of Student Information Services from Santa Ana College and Santiago Canyon College.
    - Two faculty representatives, one being the co-chair of SACTAC and the other, the co-chair of SCCTEC, appointed by the Academic Senate. (Faculty co-chair rotates between SAC and SCC).
    - Two Distance Ed coordinators or other faculty member as designated by the Academic Senate as the recommended representation.
    - Two Continuing Education representatives from CEC and OEC. There were questions on how Continuing Education representatives are designated. Mr. Gonzalez will look for guidance on this.
    - Three of the ITS Directors to be added as members and one as alternate.
    - Administrator representative from District may have to be appointed by Chancellor's Cabinet level to be consistent with other designations. Mr. Gonzalez will look for guidance on this.
    - Mr. Gonzalez will develop a draft for review at the next meeting.
3. Districtwide Technology Initiatives 2019-2020 Adoption - ACTION
  - Mr. Gonzalez presented a recap of the technology planning framework final updates and reminded the group that the goals, themes and initiatives were approved during the May 2019 meeting.

- Mr. Gonzalez called for a motion to approve the adoption of the Districtwide Technology Initiatives 2019-2020. A motion to approve was made by Mr. Steffens, seconded by Ms. Hoang and approved unanimously.
- Mr. Gonzalez will provide an updated Master Technology Plan including the changes approved.

#### 4. Technology Update – Colleges

##### SAC – J. Steffens

- Mr. Steffens provided the roadmap for Guided Pathways technology projects for the remainder of the Grant term ending year 2022.
- Starfish was selected as the case management system at SAC. This system consists of four components, one of which is predictive analytics, will provide a centralized repository for student success and intervention information.
  - Implementation process will include weekly meetings joined by Starfish consultants, RSCCD ITS team and campus operational teams.
  - The contract is currently being prepared for approval by the Board of Trustees at their October meeting.
  - Full implementation target date is Spring 2020.
  - SCC has expressed interest and possibly adopting Starfish in a couple of years.
- SAC website re-design project has begun with Guided Pathways subsites being worked on first. Will go live before the Guided Pathways Career and Academic Fair in November. Other sections will be completed thereafter.

Mr. Oropeza shared several project updates accomplished by the ITS team at SCC.

- Deployment of Windows 10 updates is 99% complete.
- 32 Apple workstations are scheduled to be replaced with HP computers.

#### 5. ITS software and hardware maintenance renewal contracts for 2019-2020 – Mr. Gonzalez went over some areas briefly. Renewal expenditures are funded by ITS operational budget.

- Colleague cloud contract renewal. Mr. Gonzalez reported on the increasing cloud contract renewal cost we are faced with and shared the following:
  - System down issues being experienced were due to lack of system resources (processing, power, memory, disk space) when we migrated to the cloud.
  - As a resolution, we requested to upsize/increase our processing power in order to sustain our needs. Initial request was to match what we had on-premises. Ellucian provided system resources exceeding what we had on-premises. Ellucian was absorbing the additional consumption cost for a while. Ellucian recently informed us that they would be passing this cost to us.
  - Provided renewal cost comparison (Cost without early renewal, one year resize cost and five-year early renewal contract cost). We are in the final year of a five-year contract with a monthly cost of \$29,500.
  - Mr. Gonzalez stated that the additional costs were not budgeted for and are due to the high processing power required by customizations and the misalignment with the Ellucian cloud team, which expects a non-customized system in the cloud.
  - At this point, the one year resize contract cost of \$712,320 seems to be the most fiscally responsible choice, with ITS absorbing the costs for the first year. This will give us enough time to remove customizations, assess the service delivery from Ellucian and explore alternatives to make the most feasible decision.
  - Ms. Hoang expressed concerns with Ellucian and the issues we have experienced with their system. Mr. Gonzalez explained that the issues we are facing are not related to the application but to service delivery after our move to the cloud.
  - Ms. Kushida asked to get some information on alternative ERP solutions to inform the committee.
  - Discussions ensued.

6. Self-Service and portal update – Tabled for next meeting
7. Approval of TAG Minutes – May 2, 2019
  - Mr. Gonzalez called for a motion to approve the TAG Minutes of May 2, 2019 meeting. A motion to approve the minutes was made by, Mr. Steffens seconded by Mr. Oropeza. Ms. Cottrell, Mr. Oase and Randy Scott abstained as they were not present at the last TAG meeting
8. Other
  - No topics were discussed

#### **Informational Handouts**

- District Participatory Governance & TAG Membership (excerpts)
- Technology Planning Framework
- ITS District Wide Initiatives 2019-2020
- Technical Project Roadmap for Guided Pathways
- ITS Contract List 2019-2020 & Colleague Cloud Contract Renewal
- Self-Service Transition

**Next Meeting Reminder: October 3, 2019; Board Room (DIST-107)**

#### **Adjournment**

The meeting was adjourned at 4:05 p.m.