# Technology Advisory Group

Zoom Meeting (Invitation shared via Outlook)

2:30 p.m. – 4:00 p.m.

**Meeting Minutes for November 4, 2021**

**Voting Members Present:** Robert Bustamante, Tammy Cottrell, Jesse Gonzalez, Scott James, Cherylee Kushida, Adam Morgan, Sergio Rodriguez, John Steffens, Angel Michael – SAC Student, Jacob Bereskin – SCC Student

**Voting Members Absent:** Pat Weekes,

**Supporting Members:** Thurman Brown, Dane Clacken, Jorge Forero, Michael Hoang, Tara Kubicka-Miller

**Discussion**

1. Call to Order
   * Meeting was called to order by Mr. Gonzalez at 2:31.
2. Technology Project Listing, October 2021: Tabled for next meeting.

1. Computing Standards
   * Approve desktop and laptop standards: Mr. Hoang conducted the presentation from handout. All come with the 5-Year Warranty to match our 5-year computer replacement cycle.

* Desktop: HP EliteDesk 800 G5 to G6
* Laptop (Faculty & Staff): HP EliteBook 840 G6 to G8
* Laptop (Classroom): HP EliteBook 840 G6 to 640 G8. This is model is $300 less.
* Special Use Case:

Standard All-in-one Computer for Space Limitations: HP EliteOne 800 G5 24” All-in-one to G6 24”

HP EliteOne800 G5 All-in-one TOUCH-enabled: This will be removed. Not enough demand. Any future need will be reviewed on a case by case basis. Pros and cons were discussed.

15.5” Laptop for Classrooms Requiring Larger Screen or 10-Key: Currently none and to propose HP ProBook 650 G8 Laptop

Engineering or Resource-Intensive Classes: Currently non and to propose HP ZBook 15 Power G8 Laptop.

* Mr. Gonzalez called for a motion to approve the new computing standards. A motion to approve was made by Mr. Steffens, seconded by Mr. Morgan and approved unanimously.
* The TAG website will be updated to incorporate the new computing standards. Mr. Gonzalez shared that ITS is working with our technology vendor to provide a webstore where our standards and special use case will be available. We are in the initial stage.
* Discussion on non-instructional Operating System standards: ITS directors; Mr. Brown, Mr. Clacken, and Mr. Hoang provided collective insights regarding issues with Mac OS and would like feedback from the committee.
* We have computer imaging standards for Windows but nothing for Mac OS. Some of our standard applications, remote access, print server are not compatible with Mac OS which greatly affects functionality.
* In order to accommodate special circumstances as these, we end up deviating from our standard configuration thus opening additional attack vectors which adds security vulnerability in our operational environment.
* Mac users are growing. ITS staff have no formal training and cannot provide the same level of support for Mac (non-instructional) users.
* Not only they cost more than Windows devices but more importantly, by end-of-life cycle these devices are no longer upgradeable.
* Does virtualization address or mitigate security concerns with remote access? Discussions ensued.
* Discussions on how to address faculty bringing their own devices who are not reliant on connecting to our district network took place.
* Establishing non-instructional operating system standards (Windows, Mac or both): It is crucial to explore what is possible and assess all the use cases and their impact. Knowing how many Mac devices districtwide would be a good start. Mr. Gonzalez detailed on several areas we need to consider.
* How about Mac devices used in the classrooms? This brought up a larger discussion. Clarification was made that this is an exception as our focus for now is specific to non-instructional devices.
* Mr. Gonzalez stated that he is updating this portion of the AR and will provide the acceptable use policy draft for review at a later meeting.

1. Discussion on Technology Accessibility.

* Mr. Gonzalez referenced past TAG discussions on accessibility issues and a number of required resources we currently don’t have. This is a liability. The assessment conducted on Section 504 was discussed.
* Mr. Gonzalez has started a bi-weekly cadence with Mr. James and Ms. Kushida to discuss accessibility and data privacy and invited anybody who wanted to participate to join. He stated that they discuss deficiencies on accessibility support and to provide potential recommendations for discussion at TAG.
* Mr. Gonzalez shared that the attachments related to Section 504 are posted on the TAG website.
* Mr. Steffens shared that the topic on accessibility will be an action item at the upcoming SACTAC meeting.
* More discussions to come.

1. Technology Update – College

SACTAC – J. Steffens:

* + SACTAC endorsed survey of different use cases for Apple devices. Topic on accessibility as one of the action items as well as the approval of SACTAC goals for 2021-2022.

SCCTEC – S. Rodriguez:

* + Mr. Rodriguez shared that Mr. Brown presented at SCCTEC to discuss the SSO implementation and obstacles that took place. He also conducted discussions on Apple devices.
  + SCC has initiated their tech request process.

1. Student experience with technology:
   * + - Mr. Gonzalez stated that they were not able to setup a common time to schedule a cadence with our students at this time. He asked Ms. Michael for feedback on the SSO marketing communication.

* SAC Student - Angel Michael:
* Ms. Michael stated that the single sign on experience is positive at this point and has no additional feedback.
* Students are aware of the SSO implementation. She has not heard any issues with how the information was marketed.
  + SCC Student – Jacob Bereskin
* Mr. Bereskin stated that he has no issues with single sign on. He just noticed a minor difference in the way to log in but appreciated the login instructions provided on the site.
* Mr. Bereskin brought up an issue he has encountered with the SCC Wi-Fi connection experienced by others. He asked if this is a recurring issue.
* Mr. Clacken commented that he has not heard of any reported issues related to Wi-Fi connections. He added that ITS is currently working on replacing all indoor wireless access points across campus starting at SCC.
* Mr. Clacken asked if Mr. Bereskin can provide specific areas where the connectivity issue is taking place. This will help ITS determine different fail points.
* Mr. Clacken to schedule an offline conversation with Mr. Bereskin.

1. Approval of TAG Minutes – October 7, 2021

* Mr. Gonzalez called for a motion to approve the TAG Minutes of October 7, 2021 meeting. A motion to approve the minutes was made by Mr. Steffens, seconded by Mr. Bereskin and approved unanimously.

**Informational Handouts**

1. Top 10 Technology Project Listing
2. New Desktop and Laptop Standards and Special Use Case
3. RSCCD ADA Self-Evaluation Analysis and 504 Report and Appendices

**Next Meeting Reminder: December 2, 2021 via Zoom**

**Adjournment**

The meeting was adjourned at 4:02 p.m.