

# Rancho Santiago Community College District

District Office

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## Technology Advisory Group

Meeting of: Thursday, May 5, 2011 – 2:30 p.m.

Executive Conference Room, District Office 114

### Meeting Minutes for May 5, 2011

**Members Present:** Curtis Childress, Norm Fujimoto, Dean Hopkins, Scott James, Cherylee Kushida, Sylvia LeTourneau, Becky Miller, Joe Pacino, Narges Rabii, Randy Scott, Roy Shahbazian, Martin Stringer

**Members Absent:** Raymond Hicks, Aracely Mora, Nicholas Quach, Sergio Sotelo, Cynthia Swift, Jose Vargas

**Guests Present:** Tammy Cottrell, Sergio Oklander, Sergio Rodriguez

### Approval of Minutes from April 7, 2011 Meeting

The minutes from the April 7, 2011 TAG meeting were approved unanimously.

### Discussion

- Social Media
  - Dean Hopkins discussed RSCCD's social media.
    - Social media includes such sites as Facebook, YouTube, and Twitter.
    - Users names have been captured on behalf of the District on many popular sites.
    - It was suggested that TAG form a sub-committee to develop guidelines for use, standards, policies and responsibility for the management and content of social media relating to the colleges and District.
    - Dean Hopkins will give a short demonstration of the District's social media at the June 2011 TAG meeting.
- Course Management System Evaluation Sub Committee Update
  - Moodle and Sakai demonstrations have been completed. Blackboard is scheduled for Friday, May 6, 2011.
  - The next step is to collect the evaluations, gather cost information, and check references. It is anticipated that this will occur over the summer 2011.
- TurnItIn.com
  - SAC is still evaluating TurnItIn.com and expects to have feedback completed by July 1, 2011.
  - Narges Rabii is working on a survey to evaluate feedback from SAC.
- 2011-12 Strategic Technology Plan
  - The need to highlight the key four areas in the STP was discussed: 1) How technology impacts students, 2) How technology is used in the classroom, 3) How technology keeps the District on the competitive edge, and 4) How technology helps students reach their educational goals.
    - The questions of how technology is defined was discussed.
    - There is a need to include the College's technology plans, even if there is no funding available or determined

- For example, include CAI (Computer Aided Instruction), simulators, Datatel, Web Advisor, ERP, social media, robotics program, Nth or virtual computing, video library, planetarium.
- It was suggested to categorize the technology in the STP.
- The funding of technology was discussed, specifically the fact there is currently no general funds available for instructional equipment, therefore, the instructional technology is being funded by grants and donations.
- The question of whether or not the District is utilizing the technology it currently has to the fullest extent was posed and discussed.
- It was suggested that there is a need to document what technology the District currently has, and what the District would like to obtain.
- A suggestion was made to include some student success stories from alumni highlighting how technology helped them achieve their educational goals.
- The college TAC committees may be the best source for obtaining information regarding the colleges' technology plans.
- General Committee Member Updates:
  - SAC TAC – provided members with an update on the LMS evaluation project, discussed changes to the computer skills degree requirements to include information management skills as a core requirement.
  - SCC TAC – Early Alert was live on Web Advisor and will be formally “released” in the Fall 2011, a demonstration of Plato was provided for interested parties. There may be another Plato Demonstration scheduled for SAC if needed.

**Information**

- No information was distributed

**Action Items**

- Dean Hopkins will chair a sub-committee to develop guidelines for use, standards and policies, and responsibility for management and content of social media. The other members of the sub-committee will be Becky Miller, Sergio Oklander, and SCC representatives to be appointed.

**Meeting Schedule**

**2010-11 TAG Meeting Schedule**

Thursday, June 2, 2011	2:30 – 4:00 pm	Exec. Conf. Room (Dist. 114)
Thursday, July 7, 2011	2:30 – 4:00 pm	Exec. Conf. Room (Dist. 114)
Thursday, August 4, 2011	2:30 – 4:00 pm	Exec. Conf. Room (Dist. 114)

**Adjournment**

Ms. LeTourneau adjourned the meeting at 3:50 pm.