Rancho Santiago Community College District

District Office

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# Technology Advisory Group

Meeting of: Thursday, September 1, 2016 – 2:30 p.m.

District Office 107, Board Room

**Meeting Minutes for September 1, 2016**

**Members Present:** Archana Bhandari, Jesse Gonzalez, Dean Hopkins, Scott James, Jim Kennedy, Lee Krichmar, Daniel Oase, Alfonso Oropeza, Sergio Rodriguez, George Sweeney, Mike Taylor, Pat Weekes

**Members Absent:** SAC Student, SCC Student, Tammy Cottrell, Ancie Dulalas, Cherylee Kushida

**Guests:** Stuart Davis

**Discussion**

* Call to Order
  + Meeting called to order at 2:30 p.m.
* HP Roadmap
  + Mike McMahon presented the HP Roadmap through January, 2017
  + Windows 7 will be available if necessary until 10/31/17.
  + All-in-ones will now have a CPU in the stand rather than the display to monitors can be replaced if needed
  + Small Form Factors will be a little smaller in 2017
  + E232 Display is not changing
* Approval of Minutes
  + The minutes from the May 5th, 2016 meeting were approved.
* TAG Orientation – Review committee Responsibilities & Roles:
  + Develop and evaluate RSCCD and college technology plans
    - Sub-committee has been set-up and tech plan DRAFT should be ready for our October meeting
    - Goal is to present final draft by December, 2016
  + Assess the effective use of technology resources
    - Consider a survey instrument
  + Develop and evaluate hardware and software standards
    - Printers should be standardized for effective support
    - Copiers should also be evaluated. Toshiba and Konica/Minolta seem to be most suitable for ADA compliance
  + Review and evaluate hardware replacement cycle
    - We are currently on a 5-year replacement cycle on the non-instructional side, however, the replacement plan is not funded
    - Need to have a plan for instructional side to track inventory and set-up a replacement cycle as well
  + Develop recommendations regarding equipment, staffing, and training needs related to the user of technology
    - Plans will be included within the technology plan
    - Feedback is needed regarding equipment needs
  + Report back to your constituencies!
    - SAC Technology Advisory Committee
    - SCC Technology Advisory Committee
* Portal Update
  + Stuart shared that SAC will do a roll-out later in the fall term
  + Team sites roll-out in the Spring
  + Portal page at SAC has a link from their home page, but SCC is waiting until Spring 2017 to launch
* Canvas Update
  + Sub-committee formed and evaluated Canvas vs. Blackboard. Unanimous vote to recommend to move to Canvas by the committee. Next step is another committee will be formed to work on an implementation plan
  + Projected timeframe to move to Canvas is 12 to 18 months
  + Once the conversion is approved by Cabinet, a sub-committee will be formed to plan the roll-out
  + CEC and OEC need to be involved in the licensing and conversion process since they are currently using BB for their Pathways program
* Ellucian Hosted Environment
  + We discussed the comfort level ITS has with Ellucian hosted services and some concerns were raised as well as a reminder of the overall benefits. It is a little early in our project to migrate to the cloud to really know.

**Information Distributed**

* ITS Software Licensing Renewals

**Next Meeting: October 6, 2016**

**2:30 to 4:00 p.m. in the Board Room (DIST-107)**

**Adjournment**

Lee adjourned the meeting at 4:12 p.m.