Rancho Santiago Community College District

District Office

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# Technology Advisory Group

Meeting of: Thursday, May 4, 2017 – 2:30 p.m.

Board Room, District Office – Room 107

**Meeting Minutes for May 4, 2017**

**Members Present:** Archana Bhandari, Jesse Gonzalez, Scott James, Jim Kennedy, Lee Krichmar, Alfonso Oropeza, George Sweeney, Mike Taylor, Pat Weekes

**Members Absent:** Santiago Chamu - SAC Student, SCC Student, Tammy Cottrell, Dean Hopkins, Cherylee Kushida, Daniel Oase, Sergio Rodriguez, John Steffens

**Guest:** Stuart Davis

**Discussion**

* **Call to Order**
  + Meeting called to order at 2:35 p.m.
* **Approval of Minutes**
  + The minutes from the April 6, 2017 meeting were approved.
* **Consider new desktop standard - HP 800 G3**
* Lee announced HP 800 G3 as the new desktop standard to consider that was just released. ITS placed an initial order for 3 computers that will be tested; one each for SAC, SCC & district office so we can test thoroughly.
* An official announcement of the new desktop standard will not be requested until base imaging has been put in place and proper testing cycle has been conducted.
* In a normal setting, TAG goal is to stay ahead of the technology standards prior to making any technology related purchases but time is of the essence, as fiscal year end is nearing, therefore moving forward with the computer purchases for SAC needs to take place so they can be received by June 30th.
* Lee went over some of the specs of HP 800 G3 from the quote provided by GST such as processor, memory, hybrid drive, DVD, warranty, etc. This model also gives us more options and benefits for mediated classrooms especially plugging in HDMI devices into an HDMI slot. Additional computer memory can be added or purchased as needed but the current 8GB memory standard is proven more than sufficient to support an average user compared to the previous 4GB memory standard.
* HP support has been excellent thus far. SAC had some service concerns, but has since met with both HP and GST to go over their issues.
* **SAC Computer Replacement Update**
* Lee went over the SAC Computer Replacement Update as to what type and how many computers will go in designated SAC locations and matched them with GST quotes provided. These computers are expected to arrive before the end of the fiscal year.
* ITS team plans to complete the images and installations for the labs this summer. In order to accomplish this task, the team will use overtime hours and work Fridays when the majority of students are not on campus to avoid interruptions.
* Archana shared SAC’s plan of action and the various installation projects her team has already completed including challenges and setbacks they have come across along the way.
* SAC team finished computer deployment in 3 labs at SAC as well as the 65 computers at CEC. Deployment at B-16 lab will be tackled next.
* They are using Saturday hours for these installations to get rid of the backlog so that when the new computer orders arrive, the techs can focus completely with the installation process.
* Accommodate new software installation requests from instructors and the same time address the challenges of Windows 10.
* The college, instructional & carryover budgets are funding these acquisitions, which is in accordance with the SACTAC plan.
* TAG meeting dates for next FY
* Lee shared the tentative TAG meeting schedule and made changes for February and April as requested from the group as follows:

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| **Date** | **Time** |
| September 7, 2017 | 2:30 – 4:00 PM |
| October 5, 2017 | 2:30 – 4:00 PM |
| November 2, 2017 | 2:30 – 4:00 PM |
| December 7, 2017 | 2:30 – 4:00 PM |
| February 8, 2018 | 2:30 – 4:00 PM |
| March 1, 2018 | 2:30 – 4:00 PM |
| April 12, 2018 | 2:30 – 4:00 PM |
| May 3, 2018 | 2:30 – 4:00 PM |

**Information Distributed**

* GST Quote for HP 800 G3
* SAC Computer Replacement Plan

**Next Meeting: September 7, 2017**

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

**Adjournment**

Lee adjourned the meeting at 3:15 p.m.