RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Website: Technology Advisory Group

Agenda for November 4, 2021
2:30 p.m. - 4:00 p.m.
https://cccconfer.zoom.us/j/94554895244

1. Technology Project listing, October 2021 (10 minutes) – Forero

2. Computing Standards
   - Approve desktop and laptop standards (5 minutes) **– ACTION** – Hoang, M.
   - Discussion on non-instructional Operating System standards (10 minutes) – Clacken, Hoang, M., Brown

3. Discussion on Technology Accessibility (10 minutes) – Gonzalez, James, Kushida

4. Technology Update – Colleges
   - SACTAC – Steffens (10 minutes)
   - SCCTEC – Rodriguez (10 minutes)

5. Student experience with technology:
   - SAC Student – Angel Michael (10 minutes)
   - SCC Student – Jacob Bereskin (10 minutes)

6. Approval of TAG Minutes – October 7, 2021 (5 minutes) **– ACTION**– Gonzalez

7. Other (5 minutes)

Next TAG Committee Meeting: December 2, 2021

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.

Standard Desktop:

CURRENT	NEW
HP EliteDesk 800 G5 Small Form Factor	HP EliteDesk 800 G6 Small Form Factor
District Cost: **$877**	District Cost: **$865**
Base Classroom Configuration: • Intel Processor i7 - 9700: 8 cores, 12MB Cache, 3.0 GHz • 8GB (1x8GB) 2666MHz DDR4 • 256 GB SATA Triple-Level Cell SSD • DVD+/-RW Drive • Optical Mouse & Keyboard USB • 5-year Hardware Warranty • Optional Monitor HP Elite E233 Widescreen HD LED LCD **+$225** • Speaker Bar USB **(For Office configuration)** • Blu-ray Player/Writer **(For Classroom lectern configuration)**	**Base Classroom Configuration:** • Intel Processor i7 - 10700: 8 cores, 16 MB Cache, 2.9 GHz • 8GB (1x8GB) 2666MHz DDR4 • 256 GB SATA Triple-Level Cell SSD • DVD+/-RW Drive • Optical Mouse & Keyboard USB • 5-year Hardware Warranty • Optional Monitor HP Elite E233 Widescreen HD LED LCD **+$225** • Speaker Bar USB **(For Office configuration)** • Blu-ray Player/Writer **(For Classroom lectern configuration)**

Standard Laptop for Faculty and Staff:

CURRENT	NEW
HP EliteBook 840 G6 Laptop	HP EliteBook 840 <mark>G8</mark> Laptop
District Cost: **$1,145**	District Cost: <mark>**$1,130**</mark>
- Intel Processor i7-8565U: 4 cores, 8MB Cache, 1.8 GHz 8GB (1x8GB) 2400MHz DDR4 256GB PCIe NVMe TLC SSD - HP Wireless Card 802.11 AX with Bluetooth - Integrated HD 720p Webcam/Mic 14" LCD Full HD – LED Screen 5-year Hardware Warranty	<mark>Intel Processor i7-1165G7: 4 cores, 12MB Cache, 2.8 GHz</mark> <mark>8GB (1x8GB) 3200MHz DDR4</mark> 256GB PCIe NVMe TLC SSD <mark>Intel AX201 Wi-Fi 6 and Bluetooth 5 Combo</mark> <mark>Integrated HD 720p DualAryMic Webcam</mark> <mark>14" FHD LED UWVA 1920x1080 Display</mark> 5-year Hardware Warranty

Standard Laptop for Classrooms:

CURRENT	NEW
HP EliteBook 840 G6 Laptop	HP ProBook 640 G8 Laptop
District Cost: **$1,145**	District Cost: **$838**
• Intel Processor i7-8565U: 4 cores, 8MB Cache, 1.8 GHz • 8GB (1x8GB) 2400MHz DDR4 • 256GB PCIe NVMe TLC SSD • HP Wireless Card 802.11 AX with Bluetooth • Integrated HD 720p Webcam/Mic • 14" LCD Full HD – LED Screen • 5-year Hardware Warranty	• Intel Processor i5-1145G7: 4 cores, 8MB Cache, 2.6 GHz • 8GB (1x8GB) 3200MHz DDR4 • 256GB PCIe NVMe TLC SSD • 14'' FHD LED UWVA 1920x1080 Display • Intel AX201 Wi-Fi 6 (2x2) & Bluetooth 5 Card • Integrated HD 720p Webcam with Dual Mic Array • 5-year Hardware Warranty

Special Use Case: Standard All-in-One Computer for Space Limitations:

CURRENT	NEW
HP EliteOne 800 G5 24" All-in-One	HP EliteOne 800 G6 24" All-in-One
District Cost: **$1118**	District Cost: **$1070**
Base Classroom Configuration: • Includes 24" monitor • Intel Processor i7 • 8GB (2x4GB) 1600MHz DDR3 • 500 GB SATA Solid State Hybrid Drive • DVD+/-RW Drive • Optical Mouse & Keyboard USB • 5-year Hardware Warranty	**Base Classroom Configuration:** • Includes 24" monitor • Intel Processor i7 - 10700: 8 cores, 16MB Cache, 2.9 GHz • 8GB (1x8GB) 2666MHz DDR4 • 256 GB SATA Triple-Level Cell SSD • DVD+/-RW Drive • Optical Mouse & Keyboard USB • 5-year Hardware Warranty

CURRENT	NEW
HP EliteOne 800 G5 All-in-One TOUCH-enabled	<mark>Remove Due to Non-Use</mark>
District Cost: **$1,105 (2017)**	District Cost: **$**
Base Classroom Configuration: • Includes 24" TOUCH-enabled monitor • Intel Processor i7 • 8GB (2x4GB) 1600MHz DDR3 • 500 GB SATA Solid State Hybrid Drive • DVD+/-RW Drive • Optical Mouse & Keyboard USB • 5-year Hardware Warranty	•

Special Use Case: 15.6" Laptop for Classrooms Requiring Larger Screen or 10-Key:

CURRENT	NEW
None	==HP ProBook 650 G8 Laptop==
District Cost: $	District Cost: ==$939==
•	• ==Intel Processor i5-1145G7: 4 cores, 8MB Cache, 2.6 GHz== • ==8GB (1x8GB) 3200MHz DDR4== • ==256GB PCIe NVMe TLC SSD== • ==15.6" FHD LED UWVA 1920x1080 Display== • ==Intel AX201 Wi-Fi 6 (2x2) & Bluetooth 5 Card== • ==Integrated HD 720p Webcam with Dual Mic Array== • ==5-year Hardware Warranty==

Special Use Case: Engineering or Resource-Intensive Classes:

CURRENT	NEW
None	HP ZBook 15 Power G8 Laptop
District Cost: $	District Cost: $1,627
•	• Intel Processor i7-11850H: 8 cores, 24MB Cache, 2.5 GHz • 16GB (2x8GB) 3200MHz DDR4 • 512GB PCIe NVMe TLC SSD • NVIDIA T1200 4GB GDDR6 Graphics Card • 15.6'' FHD LED UWVA 1920x1080 Display • Intel AX201 Wi-Fi 6 (2x2) & Bluetooth 5 Card • Integrated HD 720p DualAryMic Webcam • 5-year Hardware Warranty

Technology Advisory Group
Zoom Meeting (Invitation shared via Outlook)
2:30 p.m. – 4:00 p.m.

Meeting Minutes for October 7, 2021

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

Voting Members Absent:

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 PM with a quick introduction of Mr. Jacob Bereskin, SCC student representative.

2. Technology Project Listing, September 2021: Mr. Forero provided updates on key items within the Top 10 projects and made referenced on what the color legend denotes. Peach – Top 10 projects; Purple – Epic which means this has various projects or sub-tasks.
   - Implement TouchNet Payment Center: This project is slated to go live with SSO. SSO is scheduled go live October 18th and TouchNet implementation mid-November.
   - New Data Elements for Research Data Warehouse: A new project request from Research to be able to add data and metrics to make better informed decisions. We are in the stage of adding raw data and analytics. On track to go live by the end of October.
   - RG0544 Implementation: Latest revision being completed based on last feedback received and should be ready by the end of October.
   - Student Veteran Certification Changes Notification Alert and the New Software – VA Works Software: This project has been assigned. Analysis and design stage but no expected target date so far.
   - Create DINT1 Code for Online with Synchronous Meetings: Four different DINT codes have been created. DINT, DINT1, DINT2 & DINT3 that will be applicable for the spring semester. Reviewing the definitions to ensure compliance with the CVC requirements. This is expected to be completed soon. Questions from Mr. Bereskin, Mr. Scott and Ms. Kushida were addressed.
   - RG542 Report Modifications: In progress to be completed end of October.
   - Targeting Application Modification: Will be used by the campus schedulers and Fiscal services. Currently being updated based on feedback from Fiscal and plans to schedule a presentation to the college VPs and Fiscal Services.
   - Modified Report: Acceptance status. No update.
   - New Application: VTEA Survey: In progress. This project is being built via Dynamics platform. Completion dates is scheduled end of December or sooner.
   - Ed Plan Report Modification: This project is in the testing phase internally to be moved in UAT for user testing. Soon to be completed.

3. TAG Accomplishments and Goals:
   - Review of 2020-2021 TAG Accomplishments: Mr. Gonzalez provided a quick overview of the accomplishments on previous fiscal year.

- Approval of TAG goals for 2021-2022: Mr. Gonzalez went over the goals and commented that it is important for these items to be realistic and achievable. There were no additional questions or comments from the group.
  - o Mr. Gonzalez called for a motion to approve the TAG goals for 2021-2022. A motion to approve was made by Mr. Bereskin, seconded by Ms. Kushida and approved unanimously.

4. Colleague Cloud Self-Hosting: Updated proposal from Ellucian: Mr. Gonzalez shared the Ellucian proposal comparison between current and new 5-year pricing. The comparison includes the estimated cost for self-hosting on the district's own Amazon AWS cloud. The new 5-year pricing shows that Ellucian was able to match the cost savings we could derive if we choose to self-host which was around 54%. With the significant of amount of resources involved to self-host, we decided to execute the newly proposed 5-year application hosting with Ellucian. The contract is effective through September 30, 2026 and was Board of approved during the September 11, 2021 meeting. Mr. Gonzalez pointed out that Amazon AWS still remains our cloud platform and will continue to move workloads.

5. Canvas Studio: Mr. James shared a brief overview of the product and provided the usage report.
   - o This is product is a video platform being offered by Instructure at the beginning of pandemic, with a 2-year term subscription ending June 30, 2022 at no charge.
   - o The subscription fee to renew will cost $1.30/FTES.
   - o The software was installed and enabled for faculty use. Due to lack of staffing, SCC didn't monitor use or offer support and training.
   - o Showing significant monthly usage by SAC and SCC combined. The power users use this product heavily. Should we propose to renew for one year using HEERF funding?
   - o Ms. Kushida shared feedback from SAC faculty about recording capability. She stated the video recording quality will depend on good diction and method of use.
   - o Ms. Kubicka-Miller provided a feedback. Shared positive experience on the ease of use of the recording tool and and effective way to communicate with students as a Communications professor.
   - o Mr. Gonzalez detailed on ways we can obtain funding and proposed to conduct a separate conversation with our constituents for funding advocacy. There are other applications like Zoom, being funded by the state that are also ending June 30, 2022.
   - o Mr. James and Ms. Kushida concurred to form a small taskforce to discuss the usage of this product, renewal of subscription and funding. Mr. Gonzalez will send a survey to see who wants to participate.

6. Technology Update – College

   SACTAC – J. Steffens:
   - Review of 2020-2021 SACTAC goals.
   - They started drafting next year's goals and finalize at their next SACTAC meeting.

   SCCTEC – S. Rodriguez:

   - Mr. Rodriguez shared that SCCTEC discussed the November implementation of the SSO project.
   - The 2020-2021 technology plan yielded $395K funding for technology project requests.
   - PC replacement plan budget has been approved. This is budgeted at $100/year for three years.
   - The demo of the SCC website was presented by Mr. Brown and received a positive feedback at SCCTEC.

7. SAC experience with technology:
   - Mr. Gonzalez mentioned a conversation previously discussed about forming a taskforce as a way of communicating directly from students about technology issues. He asked for input to ensure the student's voices are being heard.
   - SAC Student - Angel Michael:
     o Ms. Michael stated that she had nothing to report from ASG meeting.
     o She commented that she has not seen a technology survey in a while and proposed to consider this idea.
     o She voiced her frustration about Proctorio, (an online proctoring software) from a disabled student standpoint. A disabled student is at a disadvantage as the software monitors eye and body movement. Mr. Bereskin commented that there should be another proctoring alternative to accommodate disabled students.
     o Discussion further ensued on this topic. Mr. James and Ms. Kushida stated that Distance Ed has initiated efforts to educate and train faculty to use other types of authenticate assessments other than proctoring tools. Faculty needs to be informed if they have a DSPS student to ensure they provide alternative proctoring methods for accommodation. Ms. Kushida suggested that it's best for the student to address this issue with the counselor or Distance Ed office.
     o Mr. Gonzalez expressed his appreciation for the comments shared and advised the need for a taskforce. Mr. Gonzalez to schedule an offline conversation with Ms. Michael and Mr. Bereskin to further discuss topics and will send a survey to the group for taskforce participation.

   - SCC Student – Jacob Bereskin: no additional comment.

8. Approval of TAG Minutes – September 2, 2021T
   - Mr. Gonzalez called for a motion to approve the TAG Minutes of September 2, 2021 meeting. A motion to approve the minutes was made by Mr. Steffens, seconded by Mr. Morgan and approved unanimously.

Informational Handouts
1. Top 10 Technology Project Listing
2. TAG Accomplishments and Goals: 2020-2021 and 2021-2022
3. Ellucian Cloud Hosting Proposal

Next Meeting Reminder: November 4, 2021 via Zoom

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