

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

[Website: Technology Advisory Group](#)

**Agenda for October 6, 2022**

3:00 p.m. - 4:30 p.m.

<https://us06web.zoom.us/j/83287703267>

1. TAG Accomplishments and Goals:
  - Review of 2021-2022 TAG Accomplishments (5 minutes) – Gonzalez
  - Approval of TAG goals for 2022-2023 (10 minutes) – **ACTION**– Gonzalez
2. First reading STP Goals for 2023-2024 (10 minutes) – Gonzalez
3. First reading AR 3720 update - personal cloud storage (10 minutes) – Gonzalez
4. Approve Updated Computing Standards (5 minutes) – **ACTION** – Gonzalves
5. Technology Update – Colleges
  - SACTAC – Steffens (10 minutes)
  - SCCTEC – Rodriguez (10 minutes)
6. Student experience with technology:
  - SAC Student – Alfredo Orozco (10 minutes)
  - SCC Student – Ryan Felix (10 minutes)
7. Approval of TAG Minutes – September 1, 2022 (5 minutes) – **ACTION**– Gonzalez
8. Technology Project listing, September 2022 (5 minutes) – Howard

**Next TAG Committee Meeting:** November 3, 2022

**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.**

## TAG Accomplishments 2021-2022

1. Approved and adopted Districtwide Initiatives for FY 2022-2023 into the Strategic Technology Plan.
2. Maintained computing standards updated.
3. Had TAG student representatives identify critical technology projects to be executed against the 2021-2022 Initiatives within the Strategic Technology Plan.
4. Handed off recommendations to address issues with computer replacement plan to appropriate groups for execution.
5. Established Accessibility and Data Privacy recommendations.

## TAG Goals 2022-2023

1. Approve and adopt Districtwide Goals for 2022-2023 into the Strategic Technology Plan.
2. Approve and adopt Districtwide Initiatives for FY 2023-2024 into the Strategic Technology Plan.
3. Maintain computing standards updated.
4. Establish cadence to check progress on student produced initiatives.
5. Establish cadence to check progress on recommendations for computer replacement plan.
6. Hand off Accessibility and Data Privacy recommendations to appropriate groups for execution.

Strategic Theme	Goals 2021-2022	20-21	21-22	Accreditation Standards Goals 2021-2022	Proposed Goals 2022-2023	Accreditation Standards Goals 2022-2023
1. Student Experience	a. Provide technology infrastructure capacity and technology services to support on-campus and online student support services.			(III.C.1, III.C.2)	a. Promote innovation, provide technology infrastructure capacity and technology services to support on-campus and online student learning and support services.	
1. Student Experience	b. Provide scalable technologies, services and staff to fully support online education			(III.C.1)	b. Provide scalable and innovative technologies, services and staff to fully support online education	
1. Student Experience	c. Provide technology services to align student experience with the pillars of guided pathways. (III.C.1, III.C.4)			(III.C.1, III.C.4)	Keep	
1. Student Experience	d. Enhance internal and external web resources and mobile applications to improve ease of use for students, programs, services and operations.			(III.C.4)	Keep	
2. Standardization	a. Establish an ongoing plan to ensure all technology equipment is replaced on a regular basis to support operations, programs, services and district and college missions.			(III.C.2)	a. Replace and update all technology equipment and software on a regular basis to assure quality and capacity to support operations, programs, services and district and college missions. (part of accreditation standards)	
2. Standardization	b. Ensure that all classrooms, labs and study spaces have standardized audio-visual equipment, networking, hardware and software to support collaborations, simulations, presentations, teaching and learning.			(III.C.1)	Keep	
2. Standardization	c. Develop and update policies and procedures that guide the use of technology and support teaching and learning processes.			(III.C.5)	Keep (part of accreditation standards)	
2. Standardization	d. Continuously improve and establish standardized business processes involving technology to enhance institutional operations.			(III.C.4)	Keep	
2. Standardization	e. Institutionalize technology planning framework and standardize project management including portfolio management, project intake and project prioritization.			(III.C.1)	Remove	
3. Data Driven Decision Making	a. Plan regular updates of technology to ensure the quality and capacity to support operations, programs, services and the mission.			(III.C.2)	Remove - redundant with 2.a.	
3. Data Driven Decision Making	b. Institutionalize data management and data governance for data-informed decision making.			(III.C.4)	Implement and maintain data management and data governance processes and technology that support data-informed decision making.	
3. Data Driven Decision Making	c. Streamline, encourage and support the use of Business Intelligence reports and reporting tools for the effective use of technology systems.			(III.C.1)	c. Streamline, encourage and support the use of predictive analytics, Business Intelligence and Artificial Intelligence tools for the effective use of technology systems.	
4. Security	a. Continuously improve network infrastructure security processes at all locations where courses, programs, and services are implemented and maintained to assure reliable access, safety, and security.			(III.C.3)	a. Continuously improve network infrastructure security processes, develop and maintain information security plans, policies, at all locations where courses, programs, and services are implemented and maintained to assure reliable access, safety, and security. (Part of accreditation standards)	
4. Security	b. Develop and maintain information security plans, policies, procedures, practices and projects to assure reliable access, safety, risk management and security compliance at all locations.			(III.C.3)	Remove - redundant with 4.a.	
4. Security	c. Deploy Single Sign-On (SSO) solution for all standardized applications and technology resources to assure reliable access, safety and security at all locations.			(III.C.3)	b. Implement and maintain security controls in compliance with the Graham Leach Billey Act (GLBA)	
4. Security	d. Perform ongoing information security training to faculty, staff, students, administrators and external stakeholders.			(III.C.3)	Keep	
5. Support	a. Develop and foster Information Technology service excellence, performance feedback and assessment.			(III.C.4)	Keep	
5. Support	b. Provide training and support for faculty, staff, students, and administrators in the effective use of technology and technology systems related to academic programs, student services and operations.			(III.C.4)	Keep (part of accreditation standards)	
5. Support	c. Improve the effectiveness and efficiency of technology, services and support provided to students, faculty, staff and administrators.			(III.C.1)	Keep	
5. Support	d. Ensure that technology resources at all locations are implemented and maintained to assure compliance with the American with Disabilities Act (ADA) and all applicable accessibility laws and regulations.			(III.C.3)	Keep	

## DESKTOP-STANDARD

USE CASE – General Staff, Teaching Stations, Labs, Library/Learning Centers

CURRENT	NEW
HP EliteDesk 800 G6 Small Form Factor	HP EliteDesk 800 G9 Small Form Factor
	
District Cost: \$865	District Cost: \$977
<b>Base Configuration:</b> <ul style="list-style-type: none"> <li>• Intel Processor i7 10700</li> <li>• 8 cores, 16 MB Cache, 2.9 GHz</li> <li>• 8GB (1x8GB) 2666MHz DDR4</li> <li>• 256 GB SATA Triple-Level Cell SSD</li> <li>• Optical Mouse &amp; Keyboard USB</li> <li>• 5-year Hardware Warranty</li> <li>• Blu-ray Player/Writer (<b>Lectern</b>)</li> </ul>	<b>Base Configuration:</b> <ul style="list-style-type: none"> <li>• Intel Processor i7 12700</li> <li>• <b>12 cores, 25 MB Cache, 2.1 GHz</b></li> <li>• 8GB (1x8GB) 2666MHz DDR5</li> <li>• 256 GB NVMe Triple-Level Cell SSD</li> <li>• Optical Mouse &amp; Keyboard USB</li> <li>• 5-year Hardware Warranty</li> <li>• Blu-ray Player/Writer (Lectern)</li> </ul>

## DESKTOP MONITOR -STANDARD

USE CASE – General Staff, Teaching Stations, Labs, Library/Learning Centers

CURRENT	NEW
<ul style="list-style-type: none"> <li>• HP E233 Widescreen HD LED LCD</li> </ul>	<ul style="list-style-type: none"> <li>• HP E24mv G4 HD LED LCD</li> </ul>
	
District Cost: \$225	District Cost: \$238
<b>Base Configuration:</b> <ul style="list-style-type: none"> <li>• 23" Full High Definition</li> </ul>	<b>Base Configuration:</b> <ul style="list-style-type: none"> <li>• <b>24" Full High Definition</b></li> <li>• <b>Built-in HD webcam with Dual Digital Mic</b></li> <li>• <b>Integrated speakers (2W)</b></li> </ul>

## DESKTOP - STANDARD

USE CASE – For limited space areas

CURRENT	NEW
HP EliteOne 800 G5 24" All-in-One	HP EliteOne 840 G9 24" All-in-One
	
District Cost: \$1070	District Cost: \$1200
<p><b>Base Configuration:</b></p> <ul style="list-style-type: none"> <li>• Includes 24" monitor</li> <li>• Intel Processor i7 10700</li> <li>• 8 cores, 16MB Cache, 2.9 GHz</li> <li>• 8GB (1x8GB) 2666MHz DDR4</li> <li>• 256 GB SATA Triple-Level Cell SSD</li> <li>• DVD+/-RW Drive</li> <li>• 5-year Hardware Warranty</li> </ul>	<p><b>Base Configuration:</b></p> <ul style="list-style-type: none"> <li>• Includes 24" monitor</li> <li>• Intel Processor i7 12700</li> <li>• 12 cores, 16MB Cache, 2.1 GHz</li> <li>• 8GB (1x8GB) 2666MHz DDR5</li> <li>• 256 GB NVMe Triple-Level Cell SSD</li> <li>• Optical Mouse &amp; Keyboard USB</li> <li>• 5-year Hardware Warranty</li> </ul>

CURRENT	NEW
NONE	HP EliteDesk 800 G9 Mini PC
	
	District Cost: \$1010
	<p><b>Base Configuration:</b></p> <ul style="list-style-type: none"> <li>• Intel Processor i7 12700</li> <li>• 12 cores, 25 MB Cache, 2.1 GHz</li> <li>• 8GB (1x8GB) 2666MHz DDR5</li> <li>• 256 GB NVMe Triple-Level Cell SSD</li> <li>• Optical Mouse &amp; Keyboard USB</li> <li>• Dimensions – 6" x 6" x 1", Weight – 3 lbs.</li> <li>• 5-year Hardware Warranty</li> </ul>

## LAPTOP – STAFF AND ADMIN STANDARD

USE CASE – For Faculty and Staff

CURRENT	NEW
HP EliteBook 840 G8 Laptop	HP EliteBook 840 G9 Laptop
	
District Cost: \$1,130	District Cost: \$1,305
<p><b>Base Configuration:</b></p> <ul style="list-style-type: none"><li>• Intel Processor i7-1165G7</li><li>• 4 cores, 12MB Cache, 2.8 GHz</li><li>• 8GB (1x8GB) 3200MHz DDR4</li><li>• 256GB PCIe NVMe TLC SSD</li><li>• Intel AX201 Wi-Fi 6 and Bluetooth 5 Combo</li><li>• Integrated HD 720p Webcam</li><li>• Dual Array Microphone</li><li>• 14" FHD LED UWVA 1920x1080 Display</li><li>• 5-year Hardware Warranty</li></ul>	<p><b>Base Configuration:</b></p> <ul style="list-style-type: none"><li>• Intel Processor i7-1255U</li><li>• 4 cores, 12MB Cache, 2.8 GHz</li><li>• 8GB (1x8GB) 3200MHz DDR4</li><li>• 256GB PCIe NVMe TLC SSD</li><li>• Intel AX201 Wi-Fi 6 and Bluetooth 5 Combo</li><li>• Integrated HD 720p Webcam</li><li>• Dual Array Microphone</li><li>• 14" FHD LED UWVA 1920x1080 Display</li><li>• 5-year Hardware Warranty</li></ul>

**LAPTOP – STAFF AND ADMIN (SPECIAL CASE)**

USE CASE – Special work specific cases

CURRENT	NEW
NONE	Microsoft Surface Laptop 4
	
	District Cost: \$2,200
	<p><b>Base Configuration:</b></p> <ul style="list-style-type: none"> <li>• Intel Processor i7-1185G7</li> <li>• 16GB LDDR4</li> <li>• 512GB PCIe NVMe TLC SSD</li> <li>• 15" FHD LED UWVA 1920x1080 Display</li> <li>• Wi-Fi 6 (2x2) &amp; Bluetooth 5.1 Card</li> <li>• Integrated HD 720p Webcam</li> <li>• Dual Mic Array</li> <li>• 4-year Hardware Warranty</li> </ul>

CURRENT	NEW
NONE	Microsoft Surface Pro 8 w/Type Cover
	
	District Cost: \$1,600
	<p><b>Base Configuration:</b></p> <ul style="list-style-type: none"> <li>• Intel Processor i7-1185G7: 4 cores</li> <li>• 16GB LPDDR4</li> <li>• 256GB SSD</li> <li>• 13" 2880x1920 Display</li> <li>• Wi-Fi 6ax &amp; Bluetooth 5.1</li> <li>• Integrated HD 720p Webcam</li> <li>• Dual Mic Array</li> <li>• 4-year Hardware Warranty</li> </ul>

## LAPTOP – STUDENT STANDARD

USE CASE – Student classroom use, laptop loaners

CURRENT	NEW
HP ProBook 640 G6 Laptop	HP ProBook 640 G9 Laptop
	
District Cost: \$1,145	District Cost: \$1,150
<b>Base Configuration:</b> <ul style="list-style-type: none"><li>• Intel Processor i7-8565U</li><li>• 4 cores, 8MB Cache, 1.8 GHz</li><li>• 8GB (1x8GB) 2400MHz DDR4</li><li>• 256GB PCIe NVMe TLC SSD</li><li>• HP Wireless Card 802.11 AX with Bluetooth</li><li>• Integrated HD 720p Webcam/Mic</li><li>• 14" LCD Full HD – LED Screen</li><li>• 5-year Hardware Warranty</li></ul>	<b>Base Configuration:</b> <ul style="list-style-type: none"><li>• Intel Processor i5-1145G7</li><li>• 4 cores, 8MB Cache, 2.6 GHz</li><li>• 8GB (1x8GB) 3200MHz DDR4</li><li>• 256GB PCIe NVMe TLC SSD</li><li>• 14" FHD LED UWVA 1920x1080 Display</li><li>• Intel AX201 Wi-Fi 6 (2x2) &amp; Bluetooth 5 Card</li><li>• Integrated HD 720p Webcam</li><li>• Dual Mic Array</li><li>• 5-year Hardware Warranty</li></ul>

**LAPTOP – STUDENT (SPECIAL USE CASE)**

USE CASE – Classrooms Requiring Larger Screen or 10-key

CURRENT	NEW
HP ProBook 650 G8 Laptop	HP ProBook 650 G9 Laptop
	
District Cost: \$939	District Cost: \$939
<p><b>Base Configuration:</b></p> <ul style="list-style-type: none"> <li>• Intel Processor i5-1145G7: 4 cores, 8MB Cache, 2.6 GHz</li> <li>• 8GB (1x8GB) 3200MHz DDR4</li> <li>• 256GB PCIe NVMe TLC SSD</li> <li>• 15.6" FHD LED UWVA 1920x1080 Display</li> <li>• HD 720p Webcam, Dual Mic Array</li> <li>• 5-year Hardware Warranty</li> </ul>	<p><b>Base Configuration:</b></p> <ul style="list-style-type: none"> <li>• Intel Processor i7-1145G7 4 cores, 8MB Cache, 2.6 GHz</li> <li>• 16GB (1x8GB) 3200MHz DDR4</li> <li>• 256GB PCIe NVMe TLC SSD</li> <li>• 15.6" FHD LED UWVA 1920x1080 Display</li> <li>• HD 720p Webcam, Dual Mic Array</li> <li>• 5-year Hardware Warranty</li> </ul>

**LAPTOP – STUDENT (SPECIAL USE CASE)**

USE CASE – Engineering or Resource-Intensive Classes

CURRENT	NEW
HP Z-Book 15 Power G8 Laptop	HP Z-Book 15 Power G9 Laptop
	
District Cost: \$1,627	District Cost: \$1,750
<p><b>Base Configuration:</b></p> <ul style="list-style-type: none"> <li>• Intel Processor i7-11850H: 8 cores, 24MB Cache, 2.5 GHz</li> <li>• 16GB (2x8GB) 3200MHz DDR4</li> <li>• 512GB PCIe NVMe TLC SSD</li> <li>• NVIDIA T1200 4GB GDDR6 Graphics Card</li> <li>• 15.6" FHD LED UWVA 1920x1080 Display</li> <li>• HD 720p Webcam, Dual Mic Array</li> <li>• 5-year Hardware Warranty</li> </ul>	<p><b>Base Configuration:</b></p> <ul style="list-style-type: none"> <li>• Intel Processor i7-12700H 8 cores, 24MB Cache, 2.5 GHz</li> <li>• 16GB (1x16GB) DDR5</li> <li>• 512GB PCIe NVMe TLC SSD</li> <li>• NVIDIA T600 4GB GDDR6 Graphics Card</li> <li>• 15.6" FHD LED UWVA 1920x1080 Display</li> <li>• HD 720p Webcam, Dual Mic Array</li> <li>• 5-year Hardware Warranty</li> </ul>

**PRINTERS – SMALL B&W STANDARD**

USE CASE – Office areas, Labs, Library/Learning Centers

CURRENT	NEW
HP LaserJet Pro M203dw	HP LaserJet Pro 3001dw
	
District Cost: \$259.00	District Cost: \$366.85
<b>Base Configuration:</b> <ul style="list-style-type: none"> <li>• 30 ppm (black)</li> <li>• Auto Duplexing</li> <li>• 30,000 page monthly duty cycle</li> </ul>	<b>Base Configuration:</b> <ul style="list-style-type: none"> <li>• 35 ppm (black)</li> <li>• Auto Duplexing</li> <li>• 50,000 page monthly duty cycle</li> </ul>

**MULTI FUNCTION PRINTERS (MFP) – B&W STANDARD**

USE CASE – Office areas, Labs, Library/Learning Centers

CURRENT	NEW
HP LaserJet Pro MFP 428fdw	HP LaserJet Pro 4101fdn
	
District Cost: \$501.85	District Cost: \$718.89
<b>Base Configuration:</b> <ul style="list-style-type: none"> <li>• 40 ppm (black)</li> <li>• Auto Duplexing</li> <li>• 80,000 page monthly duty cycle</li> </ul>	<b>Base Configuration:</b> <ul style="list-style-type: none"> <li>• 42 ppm (black)</li> <li>• Auto Duplexing</li> <li>• 80,000 page monthly duty cycle</li> <li>• Eco-friendly, sustainable, recycled parts</li> </ul>

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

**Meeting Minutes for September 1, 2022**

**Voting Members Present:** Robert Bustamante, Jesse Gonzalez, Scott James, Adam Morgan, Sergio Rodriguez, John Steffens, Pat Weekes

**Voting Members Absent:** Tammy Cottrell, Nicholas Quach, Alfredo Orozco – SAC Student

**Supporting Members:** Tara Kubicka-Miller, Derrick Chan, Dane Clacken, Adam Howard, Ron Gonzalves

**Discussion**

1. Call to Order
    - Meeting was called to order by Mr. Gonzalez at 2:31 PM.
  2. TAG introductions, membership, responsibilities, and purpose. Mr. Gonzalez called the motion to move this agenda item to #2. A motion to approve was made by Ms. Kubicka-Miller and seconded by Mr. Bustamante. Mr. Rodriguez abstained. The motion passed.
    - Welcome by Mr. Gonzalez and introduction by each member. Adam Morgan from SAC is the faculty co-chair for FY 2022-2023.
    - Mr. Gonzalez provided a brief overview of the membership, responsibilities, and purpose.
  3. ITS Annual Report
    - Mr. Gonzalez provided a general summary of the report. The report illustrates how projects tie in with the districtwide initiatives from the Strategic Technology Plan and in accordance with accreditation standards. The report is regularly presented to TAG and TOW mid and end of year.
    - Mr. Gonzalez shared the benefits of the Media teams being part of ITS.
    - The report highlighted the top ten initiatives per the number of projects completed and how projects are prioritized and executed within the operational teams: Infrastructure, Applications, Web, Helpdesk, SAC and SCC. These areas are divided between four ITS directors. Mr. Gonzalez always described each area by using the “house” analogy to establish visual perspective and understanding.
    - The top 3 initiatives per number of completed projects are: Utilize Software Replacement Cycles, Improve Efficiency & Improve Data Quality.
    - There is a total of 648 completed projects (lengthier process) and 15,601 total tickets closed (break/fix issues). The directors reported on the completed projects and the different roles and responsibilities of their designated areas:
      - Enterprise Applications: Adam Howard – (193 projects completed)
      - Infrastructure and Security: Dane Clacken – (223 projects completed)
      - Web: Derrick Chan – (46 projects completed)
      - Helpdesk: Dane Clacken– (37 projects completed)
      - SAC Academic Support: Thurman Brown/Ron Gonzalves – (64 projects completed)
      - SCC Academic Support: Thurman Brown/Derrick Chan – (85 projects completed)
- Mr. Steffens asked about the license renewal status with Mackey Creative Lab (vendor for Career Snapshot). It was confirmed by Mr. Chan that the renewal process is the works.

#### 4. Technology Update – College

- SACTAC: Mr. Steffens provided the following updates.
  - Reviewed and updated SACTAC membership.
  - The recommendation passed to restructure SACTAC. Dr. Nery made the recommendation that SACTAC to report to College Council instead of Planning and Budget. It will be brought to Planning and Budget for consideration.
  - Evaluated last year's SACTAC goals and accomplishments. Two fully completed and two partially completed.
  - Distance Education shared the progress on the CVC/OEI course exchange and update on the local course review process which is part of the California Virtual Campus initiative (CVC). The CVC implementation is still ongoing. They are working to support noncredit students and recruitment of online teachers.
  - ITS provided a status on the A/V refresh and high flex classroom project and discussion on technology replacement plan.
  - Mr. Steffens stated that he provided an update on the SAC website redesign and Starfish. New software version will be coming live soon from Nuventive to do program review, resource allocation and course assessment.
  - Mr. Gonzalez asked if Mr. Steffens sees any potential issues with the SACTAC reorg and how will it affect the funding approval related to technology refresh. Mr. Steffens stated that this topic was part of the discussion. There is no downside and SACTAC will still need to follow the same submission process for agenda items but need to be done ahead of time.
- SCCTEC: Mr. Rodriguez shared that SCCTEC meeting is still forthcoming but shared some updates at SCC.
  - Enrollment is up by 54 FTES compared to last fall semester. Some noticeable increase of students taking hybrid classes. Mr. Rodriguez hopes that the funding for online tools continues.
  - The OCTA bus app went down which affected a lot of students. This was attributed to the OCTA vendor. Students were advised to get their ID cards encoded at the Cashier's office as an alternative solution.
  - Mr. Gonzalez shared a funding update. A memo from the State Chancellor's office about the 17 million fund allocation. This will be another State Block grant. He will send this memo to the group.

#### 5. Student experience with technology: No updates. SAC & SCC students reps were not present.

- Mr. Gonzalez shared a message from Ms. Michael: Ms. Michael was grateful to share that the textbook link is now available.

#### 6. Technology updates

- Web Advisor sunset: It officially went end of life on June 30<sup>th</sup>, 2022. This means we are on our own and have no Ellucian support. There are still a lot of functionality yet to be released and training still needs to be scheduled and required documentation. The go-live with Self Service is planned to take place Spring 2023. Mr. Gonzalez proposed to faculty to present this information to senate. We need to obtain as much feedback as we can so we can fix and address those issues. Mr. Gonzalves shared that the sunseting of WebAdvisor has been conveyed with Dr. Hubbard and her team and they are aware of it.
- International access to District technology resources: Mr. Gonzalez provided some insights and reminded the group about the precautionary measures taken by ITS to mitigate treat attacks from infiltrating our network. Temporarily, we restricted access to

email and remote portal rscgd.edu from outside of US but it is now permanently in place. Since everything is starting to go back to normal and more people are traveling outside of US, the decision is to leave the international access restriction as is. The international access for staff will be granted as needed via Help Desk ticket request, providing the traveling dates; will be turned off when no longer needed. We are implementing multifactor authentication (MFA). Ultimately, this is a far more superior method than restriction of access. This brought up a discussion on the type of MFA we are implementing. The first rollout will be for staff only targeted for Spring 2023.

- Updating Technology Plan Goals: Mr. Gonzalez announced that the workgroup formed last year was not able to meet. The goals will need to be updated prior to the November meeting for approval. He will send out an email to reconvene with the group.

#### 7. Approval of TAG Minutes – May 5, 2022

- Mr. Gonzalez called for a motion to approve the May 5, 2022 minutes. A motion to approve the minutes was made by Mr. Bustamante, seconded by Mr. Morgan and approved unanimously.

#### 8. 2022-2023 TAG meeting schedule and start time. Mr. Gonzalez proposed to shift the meeting start time from 2:30 PM to 3:00 PM to accommodate faculty teaching schedules. The group was all in favor of the start time change. ITS will update the TAG website.

#### 9. Technology Project Listing, July 2022. Mr. Howard provided an update.

- SCFF (EPIC): Redefining how FTES is being calculated. Recalculation from class level to student seat level. RG540 report has been loaded to the test repository and waiting for testing and feedback.
- COVID-19 Vaccine Requirement for Students (EPIC): still waiting for the final draft of administrative regulation. Looking to be ready by end of this month.
- CCCApply Noncredit (EPIC): In progress. Still need to schedule noncredit A& R staff with cross training on CCCApply admin interface and Colleague admissions processing by the college credit staff.
- Starfish: The Applications team is mostly in maintenance mode and handling some changes to data needs.
- CVC Implementation Phase 2 (EPIC): The go no go call to take place in two weeks, pending TouchNet implementation of TouchNet payments.
- Create DINT1 Code for online with Synchronous meetings. Currently in UAT for testing.
- Ed plan Report Modification. In progress. Currently working criteria and output.
- Targeting application. Request from the VPs and Fiscal Services. Still at the initial stage.
- 320 P3 Testing in UAT: From custom report to Colleague delivered functionality. Meet next week to review their data cleanup process and what the delivery report is producing.

#### **Informational Handouts**

1. TAG Membership
2. ITS Annual Report for 2022-2023
3. 2022-2023 TAG Meeting Schedule
4. Top 10 Technology Project Listing - July

**Next Meeting Reminder: October 6, 2022 via Zoom**

#### **Adjournment**

The meeting was adjourned at 3:59 p.m.