Rancho Santiago Community College District

District Office
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Technology Advisory Group

Meeting of: Thursday, March 3, 2011 – 2:30 p.m.
Executive Conference Room, District Office 114

Meeting Minutes for March 3, 2011

Members Present: Curtis Childress, Norm Fujimoto, Raymond Hicks, Dean Hopkins, Scott James, Sylvia LeTourneau, Aracely Mora, Joe Pacino, Nicholas Quach, Narges Rabii, Randy Scott, Roy Shahbazian, Martin Stringer, Jose Vargas

Members Absent: Cherylee Kushida, Becky Miller, Sergio Sotelo, Cynthia Swift

Guests Present: Tammy Cottrell, David Heidt, Ray Maa, Sergio Oklander

Approval of Minutes from February 3, 2011 Meeting

The minutes from the February 3, 2011 TAG meeting were approved unanimously.

Discussion

- 2011-12 Strategic Technology Plan
  - Update provided: STP has been approved by the Board on February 22, 2011.
  - The Board was critical of the instructional technology including in the STP. The comment was that it lacked vision, and they did not see it as progressive. Specifically, eBooks and Open Source were mentioned. They also did not see the cost savings.
    - The Board may not have been aware of the completion timeline, the STP was completed by October 2010.
    - TAG has agreed that the District should function on the "reasonable" edge of technology, not the "cutting" or "bleeding" edge.
    - TAG feels that the District needs a solid structure and foundation before it can head towards the "cutting" edge of technology.
    - TAG is requesting better direction and more input from the Chancellor and the Board of Directors.
    - The District must be technologically cohesive before "cutting" edge can be accomplished.
    - Once the foundation is set, the District can look to the future
    - It was suggested that a "green" technologies or strategies section be added to the STP.
    - The point was made that technology does not equate savings
- Course Management System Evaluation Sub Committee Update
  - Subcommittee has developed a functional evaluation document, identified the evaluation team (with the exception of student representatives), and have tentatively schedule vendor demonstrations.
  - The CMS evaluation project is on schedule, with a goal of completion by Fall 2011.
- TurnItIn.com
  - SAC is still evaluating TurnItIn.com and expects to have feedback completed by July 1, 2011.

- o Fire Tech only has a department only license, Sylvia LeTourneau requested that Norm Fujimoto ensure that only the Fire Tech department is using it (not English or Social Sciences).
  - o Annual Cost: $5,000 - $6,000 for SCC and $1,000 for SAC Fire Tech.
- Datatel Mobile Application (MOX)
  - o Datatel is offering a mobile application for use on iPhone, Android and Blackberries.
  - o There is a pricing break available for a limited time.
  - o MOX could be a District-wide solution to mobile viewing .
  - o It will grow with the implementation of the Datatel Portal.
  - o Students are going increasingly mobile.
  - o TAG Committee should continue to research this option.
- H-Drive Archiving
  - o ITS will be implementing H Drive arching (compression).
  - o Policy discussion:
    - ▪ When (how old should files be) documents should be archived?
    - ▪ Standards need to be established
    - ▪ Archiving = file compression
    - ▪ Benefit: data is backed up, it frees up storage space and increases capacity on the Network
    - ▪ A shorter window of six (6) months was suggested based on "last access date." This was agreed upon as a preliminary policy that will be reviewed by the committee again.
  - o The TAG committee members will be testing the archiving as they did with the Email archiving.
- Plato
  - o SAC Math department is interested in getting away from Plato.
  - o After December 2011, Plato will not longer be supported by the manufacturer
  - o The District owns the license, so Plato can continue to be used legally indefinitely
  - o CE uses Plato extensively and will need to find a useable platform to replace it with.
  - o Curtis Childress will research pricing on the new Plato platforms.

Information
- Datatel Mobile Application (MOX) pamphlet was distributed
- The final copy of the STP was distributed

Action Items
- No action items

Meeting Schedule
2010-11 TAG Meeting Schedule

Thursday, April 7, 2011	2:30 – 4:00 pm	Exec. Conf. Room (Dist. 114)
Thursday, May 5, 2011	2:30 – 4:00 pm	Exec. Conf. Room (Dist. 114)
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 3:58 pm.