

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

[Website: Technology Advisory Group](#)

Agenda for December 5, 2019

2:30 p.m. - 4:00 p.m.

Board Room, District Office - Room #107

1. First reading: Updated Districtwide Technology Plan (15 minutes) – All
2. Computer replacement plan: lease versus purchase (15 minutes) – Gonzalez
3. Technology Update – Colleges
 - SAC – Steffens (10 minutes)
 - SCC – Rodriguez (10 minutes)
4. Self-Service update –Davis, Steffens (15 minutes)
5. Ellucian Colleague Cloud Contract Final Numbers (15 minutes) – Gonzalez
6. Approval of TAG Minutes – November 7, 2019 – **ACTION** (5 minutes) – Gonzalez
7. Other (5 minutes):
 - Membership and responsibilities update
 - Desktop and laptop standards
 - Districtwide Intranet

Next TAG Committee Meeting: February 6, 2019

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.

Colleague Cloud Contract Early Renewal going to Board

	Fiscal Year		Fiscal Year	
	2019-2020		2020-2021	
Month	Monthly cost	Additional Cost	Monthly cost	Additional Cost
July	\$29,500	-	\$66,007	\$36,507
August	\$29,500	-	\$66,007	\$36,507
September	\$29,500	-	\$66,007	\$36,507
October	\$29,500	-	\$33,003	\$3,503
November	\$29,500	-	-	-
December	\$175,546	\$146,046	-	-
January	\$66,007	\$36,507	-	-
February	\$66,007	\$36,507	-	-
March	\$66,007	\$36,507	-	-
April	\$66,007	\$36,507	-	-
May	\$66,007	\$36,507	-	-
June	\$66,007	\$36,507	-	-
Additional Fiscal Year cost absorbed by ITS	\$365,088		\$113,024	
Total additional cost absorbed by ITS		\$478,112		

Colleague Cloud Contract Future Renewal Options

	Current cost	1 Year Contract	3 Year Contract
Monthly	\$29,500	\$66,007	\$59,271
Annual	\$354,000	\$792,084	\$711,252
Additional Budget Required for Option		\$438,084	\$357,252

Technology Advisory Group
Board Room – District Office, Room 102
2:30 p.m. – 4:00 p.m.

Meeting Minutes for November 7, 2019

Members Present: Robert Bustamante, Tammy Cottrell, Jesse Gonzalez, Scott James, John Steffens, Pat Weekes;

Members Absent: Susan Hoang, Sergio Rodriguez, Randy Scott

Supporting Resources: Dane Clacken, Stuart Davis, Jorge Forero, Michael Hoang, Cherylee Kushida, Daniel Oase, Juan Briseno – SAC Student, Garradan Simmons - SCC Student

Discussion

1. Call to Order
 - Meeting called to order at 2:31 p.m.
2. Most widely used Student Information Systems and ERP's in the CA Community College Space. The following information has been provided in response to Ms. Kushida's request during the September meeting to see if there are other available ERP solutions we can evaluate.
 - Breakdown of most widely used Student Information Systems and ERP's in the CA Community College as follows:
 - Colleague – 44% (used by 32 CA CCDs)
 - Banner – 39% (used by 28 CA CCDs)
 - PeopleSoft – 13% (used by 9 CA CCDs)
 - Homegrown – 3% (used by 2 CA CCDs)
 - Workday – 1% (used by 1 CA CCDs)
 - Mr. Gonzalez reported that Colleague is the most widely used ERP within the CA Community College space.
 - Ellucian owns 83% of the market since they own Colleague and Banner.
 - PeopleSoft ranks third from the list.
 - Homegrown solutions are a dying trend and costly to support.
 - Workday is one of the newest solutions. South Orange CCD uses the solution in the finance and H/R side of the house, but their student information system is homegrown.
 - Ms. Kushida noted that Ms. Hoang will present this information at the next Academic Senate meeting.
 - Mr. Gonzalez assured the group that ITS is methodically assessing all possible options available before entering into a new cloud contract. ITS is also looking into all the necessary steps and resources and what it would cost for a self-hosted cloud through other cloud vendors like Amazon or Azure. He stated that this is not a single-district effort but in collaboration with several community college districts that have Colleague as their ERP. He will report the outcome of these efforts as they become available.
3. Technology Update – Colleges
John Steffens
 - Mr. Steffens reported that they have initiated discussions regarding SACTAC membership, trying to get a better understanding of the purpose and ensuring that they have different membership representations in areas like Academic & End User Support, Distance Ed advisory group, subject matter experts and other functional areas, which are integral part of decision making. Members were asked to post their suggestions on

the SACTAC Team site. Also discussed forming different workgroups or taskforces in hopes to accomplish more ground level work that needs to be done.

- Discussions of how SAC can support Professional Development with accessibility.
 - Promoting student experience by having members of the committee actually use some of the student technologies (student printing, WebAdvisor for registration) to bring awareness to staff and faculty.
 - Reviewed the tactical initiatives draft completed by the planning subgroup as part of districtwide initiatives. Changes will be brought up at the next SACTAC meeting and formalized at a later date.
 - Mr. Steffens has initiated a conversation with Mr. Hoang regarding SAC computer replacement initiative.
 - Starfish project implementation remains pending - contract language is currently in the process of negotiation.
 - Mr. Steffens will conduct a presentation about Self-Service at College Council in the month of November. He will provide a broad overview and share important insights about the impending transition to Self-Service.
4. TAG membership update proposal
- Mr. Gonzalez presented the Proposed version of TAG responsibilities and membership. He also announced that TAG membership and website has been updated to properly align with the Planning and Design Manual 2013 version.
 - Mr. Gonzalez went over the changes made to the TAG responsibilities and membership as discussed previously.
 - Currently, there are 8 voting members in accordance with the Planning and Design Manual. The idea is to have balanced and wide representation across the board with emphasis on the importance of student representation. But there's a concern that membership become too large and challenging to meet quorum. Changes to the membership will be part of the proposal to District Council for approval when the time comes. Also, being mindful that these changes to be consistent and equitable. Discussions ensued.
 - Mr. Gonzalez stated that ITS directors will continuously attend TAG whether they become supporting or voting members as they bring valuable contribution to the group.
 - Mr. Gonzalez to update and present the draft to the group via email to be shared with their constituents. Will discuss the outcome at the next meeting.
5. Computer replacement plan: lease versus purchase – Tabled for next meeting
6. Approval of TAG Minutes – October 3, 2019
- Mr. Gonzalez called for a motion to approve the TAG Minutes of October 3, 2019 meeting. A motion to approve the minutes was made by, Mr. Robert Bustamante, seconded by Ms. Cottrell. Mr. Steffens abstained as he was not present at the last TAG meeting.
7. Other
- Mr. Gonzalez announced Jorge Forero will be joining TAG again in a different capacity. He will be the representative from Academic & End User support at SCC until the position is filled.

Informational Handouts

- ERP in CA CCDs
- TAG Responsibilities and Membership (Current and Proposed versions)

Next Meeting Reminder: December 5, 2019; Board Room (DIST-107)

Adjournment

The meeting was adjourned at 3:55 p.m.