Rancho Santiago Community College District

District Office
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Technology Advisory Group

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

Meeting Minutes for February 3, 2011

Members Present: Curtis Childress, Dean Hopkins, Scott James, Cherylee Kushida, Sylvia LeTourneau, Becky Miller, Aracely Mora, Joe Pacino, Narges Rabii, Randy Scott, Roy Shahbazian, Martin Stringer, Jose Vargas

Members Absent: Norm Fujimoto, Raymond Hicks, Nicholas Quach, Sergio Sotelo, Cynthia Swift

Guests Present: Tammy Cottrell

Approval of Minutes from January 6, 2011 Meeting
The minutes from the January 6, 2011 TAG meeting were approved unanimously.

Discussion
- Introduction of new member Randy Scott
- 2011-12 Strategic Technology Plan
    - Update provided: STP has been approved by BAPR on January 19, 2011 and is scheduled to be presented to the Chancellor's Cabinet on February 11, 2011. Pending approval by the Cabinet, the STP is scheduled to be presented to the Board on February 22, 2011.
    - STP presentation will be highlights of the changes and will not include the main, unchanged portion of the document.
- Course Management System Evaluation Sub Committee Update
    - Subcommittee is developing evaluation documents. These documents will be distributed to the TAG Committee when they are completed, prior to March meeting.
    - Committee Membership has been determined for the faculty participants from SAC and SCC.
    - The CMS evaluation project is on schedule, with a goal of completion by Fall 2011.
- TurnItIn.com
    - SAC is interested in running a pilot to test TurnItIn.com, however, the initial faculty sample did not indicate that there is an interest in TurnItIn.com for campus-wide use.
- SAC Wireless Project Update
    - ITS and the project consultant met with the SAC Cabinet to review the project
    - The consultant presented options that would be available with "dense" wireless systems:
        - Wireless phones connected to the District's VoIP system via the wireless network for use by such groups as maintenance and security (for example)
        - RFID tags for equipment that are tracked by the wireless system
    - Project goal is to replace old equipments, and to provide as "dense" coverage as possible for the users with the available funds
        - Prioritize the locations for the wireless
        - Discussed allowing "guest" users on the wireless network as the District will not offer an "open" network for security reasons.

- ▪ Faculty committee will be included on the project for faculty feedback
  - o Implementation is projected to start around the end of Summer 2011.
  - o Once the project is complete, it is suggested for the District to revisit the issue of density to asses if more dense coverage is required, and to evaluate if any "upgrades" are warranted.
- RSCCD Video Surveillance Project
  - o The project kick-off meeting was held with representatives from all sites.
  - o Phase 1: Assessment
  - o Phase 2: Design
  - o Phase 3: Implementation
  - o Goal: Implementation by the end of Summer 2011
- SAC TAC Update
  - o Library Systems: Updated Overview
  - o Web Committee: Working on Mobile Web Site design hosted by Textopoly, a local company, providing a "streamlined" SAC website for viewing on a mobile device with "key" features determined by SAC
    - ▪ TAG discussed if this type of venture should have been routed through the committee as it has District-wide ramifications
    - ▪ It was noted that Sharepoint / Datatel has a very similar feature fully integrated
    - ▪ SCC was interested but it was not a priority based on budget constraints
- SCC TAC Update
  - o Student add codes went fully live at SCC for the Spring semester
    - ▪ Admissions noted significantly shorter lines
    - ▪ High volume online – 2,500 students utilized the add codes
    - ▪ Primarily positive feedback
    - ▪ Issue: 3-day window
    - ▪ Suggestion: provide a link on the class roster page for faculty
    - ▪ Item will remain on the task list to review

Information
- No additional material was distributed

Action Items
- No action items

Meeting Schedule
2010-11 TAG Meeting Schedule

Thursday, March 3, 2011	2:30 – 4:00 pm	Exec. Conf. Room (Dist. 114)
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 3:45 pm.