Santa Ana College
Technology Advisory Committee (SACTAC)
September 27, 2018; 2:30 p.m.
SAC Room S-215
Minutes

1. Call to Order

   The meeting was called to order at 2:30 p.m. Members present were A. Bhandari, J. Coffman, D. Dumon, J. Gonzalez, J. Hester, S. Hoang, E. Jones, J. Kennedy, D. Khalid, C. Kushida, J. Lopez-Mercedes, B. Miller, J. Steffens, J. Tran, M. Turner and I. Glomba as record keeper.

   Guest: D. Hopkins, F. Ortiz

2. Approval of the Agenda

   The agenda was approved with a minor revision.

3. Approval of Minutes from March 22, 2018 and April 26, 2018

   The minutes were approved.

4. Public Comment

   None.

5. Reports

a. Project Management – John Steffens

   - Ellucian Go mobile application need to be reloaded. Current users are returning to the application, which means that the application is useful.
   - Regroup has rolled out and there is a pilot group. Students who text "stop" will be completely removed from the application.
   - Tech Project Roadmap is continually being updated. Target roll out dates are on this map.

b. SAC ITS Update – Archana Bhandari

   Archana presented a SAC ITS update on PowerPoint.

   - Projected Computer Replacement Plan

     Jim proposed to maintain the computer replacement plan. The committee moved to approve new computers. The recommendation will be forwarded to planning and budget.

   - Security – need or passwords, roll out plan

     Security assessed and has big gaps. Sometimes there is no password because it causes a hold up.

   - Designated user by PO/inventory accuracy when item is lost

c. District ITS Update – Jesse Gonzalez

   The outages have been addressed. ITS has two interconnection backups but SCC's did not work. ITS had to manually fix instead of an automatic fix so that the connection to

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ATT could be restored. ITS will as Ellucian provide a communication plan. ITS was commended for the increased communication and transparency.

d. District Duplication Process Update – Dean Hopkins
The committee supports the proposal to have 2500 copies a month a Quick Copy. WebCRT, electronic submission should be encouraged for print jobs as this saves SAC money. WebCRT should be the default for print jobs when planning 48 hours in advance.   Also, looking into a print vendor.

e. Library Service Platform Update – Susan Hoang
SCC and SAC has joined the state pilot project. All information will be cloud based and is already on the docket.

6. Updated Job Description for Electronic Media Specialist – John Steffens & Melissa Utsuki
The committee approved to recommend the Electronic Media Specialist position to Planning and Budget.

7. Integrated Technology Plan – John Steffens
The Technology plan is outdated. Email John if you would like to be included in a workgroup to create a new technology plan.

8. SACTAC Goals
Goals will be moved up on the next agenda.

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