

Santa Ana College  
Technology Advisory Committee (SACTAC)  
February 20, 2020  
Room S-215  
Minutes

Attendees: Juan Briseno, Dane Clacken, Dori Dumon, Irene Glomba, Jesse Gonzalez, Jim Hester, Michael Hoang, Susan Hoang, Dean Hopkins, Jose Lopez Mercedes, Becky Miller, John Steffens, John Tran, Mark Turner

1. Approval of the Agenda

The committee approved the agenda.

2. Public Comment

Susan Hoang mentioned that SAC might be liable for some cost of the Library LSQ in January 2021.

3. Approval of the Minutes from 12/12/19

The December 12, 2019 minutes were approved.

4. Goals for the Committee to achieve by May 21 (20 mins.) [action]

a) Create a strategic planning workgroup

This is an accreditation standard group that will meet on March 13, 2020.

b) ~~Fully mediate the campus~~

c) ~~Create collaborations with other departments~~

d) ~~Needs assessment for student technology needs~~

e) ~~Student Resource page~~

f) ~~Have a specific message about technology for students~~

g) ~~Gain an understanding of the student experience~~

h) ~~Advertise "Did you know about..." tech items~~

i) Create an accessibility workgroup

Jose-Lopez Mercedes will lead this group.

j) Review and update membership

We will finalize the membership and may need an academic dean as Becky Miller is retiring. Also needed is a representative for Health Sciences and a designate to be an alternative if a voting member.

**Action: The committee approved to create two workgroups and update membership.**

**Action: The committee approved 4a, 4i, and 4j as goals.**

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5. Computer Replacement Plan – Michael Hoang (15 mins.) [information]  
Desktop computers should arrive before the June 30<sup>th</sup> deadline. Five hundred computers need to be replaced or warranty extended. Science is receiving 350 computers from federal funds. Extended warranties are not included and must be purchased. Michael Hoang proposed to purchase extended warranties. There is a 5-year replacement cycle for computers including laptops. Mobile devices will be included in the cycle next year after inventory. John Tran recommended allocating two hundred thousand for next year's computers. John Steffens replied that SACTAC could make a budget recommendation at any time.
  
6. Recommendation from Web Redesign Workgroup on content currency (5 mins.) [action]  
This item was tabled until the next meeting.
  
7. Reports [information]
  - a) ASG Student Technology – Juan Briseno (5 mins.)  
Juan proposed that students receive a monthly technology update through text and/or email.
  - b) Strategic Planning Workgroup – John Steffens (5 mins.)
  - c) Student Information Support – John Steffens (20 mins.)
    - i. Web Redesign  
The new website should reflect Guided Pathways. A report from the consultant will arrive in May. Susan Hoang asked what role does this committee have in the web redesign and how are stakeholders being identified.
    - ii. Starfish  
SAC is in Phase 1 Implementation. The software has been obtained and next is configuration. There will be a 3-day strategic visit around student success in March and a case management team in May and July.
    - iii. Self-Service  
Faculty need to be transitioned to Self-Service before support ends in WebAdvisor. There will be a soft launch in summer for faculty working in the summer. The parking pass will remain in WebAdvisor.

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- d) Mediation – John Tran (5 mins.)  
Ninety-eight percent of the technology has been received. John proposed that the A and I building be upgraded to HDMI. He will bring the numbers to the next meeting.