

Santa Ana College  
Technology Advisory Committee (SACTAC)  
April 23, 2020, Zoom  
Minutes

Attendees: Juan Briseno, Dane Clacken, Tammy Cottrell, Stuart Davis, Dori Dumon, Irene Glomba, Jesse Gonzalez, Jim Hester, Michael Hoang, Susan Hoang, Dean Hopkins, Jim Kennedy, Donna Khalid, Cherylee Kushida, Jose Lopez Mercedes, Becky Miller, Fernando Ortiz, John Steffens, John Tran, Mark Turner

1. Approval of the Agenda

It was moved by Dori Dumon and seconded by Jose Lopez Mercedes to approve the agenda. The motion was carried unanimously.

2. Public Comment

There was no public comment.

3. Approval of the Minutes from March 26, 2020

It was moved by Jim Kennedy and seconded by Tammy Cottrell to approve the minutes from March 26, 2020. The motion carried unanimously.

4. Recommendation from Web Redesign Workgroup on content currency (5 mins.) [action]

It was moved by Jim Kennedy and seconded by Dori Dumon to recommend that content that is older than two years be outdated and subject to removal (unpublished). The motion carried unanimously.

5. Membership (20 mins.) [action]

The membership will be revised to add members.

6. Reports [information]

a. ASG Student Technology (5 mins.)

There was no report provided to the committee.

b. Mediation – John Tran (5 mins.)

There is planning to open certain classes and rooms with social distancing. The OC Sheriff's Academy will reopen some classes in the big gym.

c. Distance Education – Cherylee Kushida (10 mins.)

- Webcams are being distributed.
- Requesting from ITS: A message on WebAdvisor of what we are doing for summer and fall so that students can view distance education equipment need per course. Also, Cherylee will change off campus to Remote Instruction (RI) coding for students

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for rooms in Canvas, WebAdvisor, and schedule. In addition, all instructors need to be certified for summer and fall. There will be four cohorts in the summer and four cohorts in the fall. Cherylee will request the senate to approve RI certification. Jim announced that noncredit faculty would like to obtain bronze certification.

d. Student Information Support – John Steffens (10 mins.)

- Starfish will be ready in fall.
- There are short-term resources for the web redesign that may be lost. There will be more information at the next meeting regarding the vendor for web redesign content.

e. District ITS (30 mins.)

- Computer Replacement – Michael Hoang
  - The Status of computers ordered for this upcoming year’s Computer Replacement Plan:
    - 72 - HP EliteDesk 800 G5 SFF Desktops for classrooms – arrived and at the vendor’s warehouse
    - 103 - HP EliteDesk 800 G5 SFF Desktops for faculty or staff – arrived and at the vendor’s warehouse
    - 52 - HP EliteBook 840 G6 laptops – tentatively scheduled to ship out by 5/1/2020. This delay was already escalated to HP mgmt.
    - 90 - HP EliteOne All-on-One computers – arrived and at the vendor’s warehouse
    - 86 - HP Elite E233, 23” monitors – arrived and at the vendor’s warehouse
    - 16 - Apple iMac computers arrived at SCC warehouse on 4/2/2020 and set to be shipped to SAC tomorrow
    - 1 - Surface Pro 7 needed a quote refresh and was just ordered on 4/22/2020
  - Roll out of computers from the last year’s Computer Replacement Plan, which was interrupted by the current Stay At Home orders in March 2020:
    - instructional side computers are 99% done (283/**285**)
    - Non-instructional side computers are 95% done (208/**220**)
- Self-Service – Stuart Davis
  - Self –Service was on hold due to Covid-19. Discussions will resume next week. Self-Service will go live in the summer and training will begin when it is stable using Zoom.
- District Technology Plan – Jesse Gonzales
  - Feel free to take information from the Strategic Plan Framework to use for the tech plan.