

Santa Ana College
Technology Advisory Committee (SACTAC)
March 21, 2019; Room S-215
Minutes

1.0 Call to Order

The meeting was called to order at 2:33 p.m.

2.0 Approval of the Agenda

The agenda was approved.

3.0 Approval of Minutes from February 21, 2019

The minutes for February 21, 2019 were approved.

4.0 Public Comment

There was no public comment.

5.0 Review of Goals and Update of Strategic Plan – Susan Hoang

The committee reviewed the draft of the 2018-2019 SACTAC Goals and will provide feedback and write-ups at the next meeting.

Goal 1: Jesse Gonzalez

Adhere to computer replacement plan for the current year

- Develop strategies for dealing with heavy replacement loads in future
- Analyze status of laptops for checkout in relation to the replacement plan, especially with regard video and other media functionality
- Include laptops for checkout in computer replacement cycle

Goal 2: John Tran

Mediate remaining unmediated classrooms

- Develop strategy for addressing replacement of ceiling mounted projectors.

Goal 3: Cherylee Kushida

Expand use of OER (Open Education Resource) materials.

Goal 4: Dean Hopkins

Evaluate options for improved campus printing solutions for students and staff

Goal 5: John Steffens

Progress on SAC Website redesign

Goal 6: John Steffens

Implement text messaging solution for SAC

Goal 7: John Steffens

Deploy online education plans

Goal 8: John Steffens

Update SAC Technology Plan

Goal 9: Jim Kennedy & Susan Hoang

Survey and communicate future educational technology

Santa Ana College inspires, transforms and empowers a diverse community of learners.

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Goal 10: Cherylee Kushida

Support of OEI (Online Education Initiative)

Goal 11: Cherylee Kushida

Evaluation of adoption rate of Canvas

Goal 12: John Steffens

Identify technology needs of Guided Pathways

Goal 13: Mark Turner

Review and implement district accessibility plan

6.0 Classroom lockdown browsers for testing – Cherylee Kushida (10-15 min.)

Cherylee mentioned using Respondus software for classroom lockdown browsers. Jesse will research to see what other colleges are doing and how many departments would utilize this software.

7.0 ADA Transition Plan – Dr. Oforlea and Mark Turner (3:15 p.m., 15 min.)

Mark discussed and distributed a handout titled, Disabled Students Program and Services (DSPA), ADA Self-Evaluation Analysis for ICT and being compliant with Section 508. Dr. Oforlea stated that the District Compliance Officer will be able to help once onboard. In addition, students will be offered workshops in Hurzwell. ADA Transition will be a standing item on the agenda.

8.0 Update from Planning and Budget – Jim Kennedy

- Planning & Budget approved the action:
SACTAC is forwarding a recommendation to Planning and Budget to allocate additional one time funding for additional expenses relating to architectural review, DSA approval and installation of 37 projectors. These funds would also be used to cover costs associated with the purchase of higher cost computers needed for instruction in areas that the District standard is not adequate to meet the instructional needs. It is estimated that \$200,000 is needed for this. Currently there is budget available in Fund 13 that can cover this expense.
- We have a 7 million deficit from the new funding formula.
- Jim encouraged committee members to attend the Planning & Budget Meetings.

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9.0 Reports

- A. Project Management – Lisbeth Gonzalez, Student Assistant (5 min.)
Cranium Café is opening up for students after spring break. The student Helpdesk will help with chat.
- B. SAC ITS Update – Jesse Gonzalez (10 min.)
The Director of Academic & End Support Services position is being updated and will be board approved next Monday. The position will be filled after board approval.
- C. District ITS Update – Jesse Gonzalez
A voluntary password change campaign will begin soon.
- D. District Duplication Update – Dean Hopkins (5 min.)
Dean is still piloting the 2500 copies per month at Quick Copy.
- E. Media Systems Update – John Tran (5 min.)
John mentioned that has projectors and installation must be done by a certified installer.