

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT  
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)  
MEETING AGENDA  
FEBRUARY 19, 2015 – 10:00 to 10:45 a.m.  
VIDEO CONFERENCE - CUYAMACA I-107 & GROSSMONT DISTANCE ED ROOM**

**New and Relevant Issues to Be Discussed**

1. Colleague
  - a. Software Upgrades
    - i. Contract with Ellucian to assist; last update was through April 2013
    - ii. New releases includes improved functionality for pre-requisites and co-requisites
    - iii. Downtime – Spring Break week of Mar 23
    - iv. Site contacts for testing – Laura Murphey, Vanessa Saen
    - v. Expected User testing to begin week of Mar 2, if not sooner
  - b. MIS reporting for Fall – In process – need college help in reviewing
  - c. 4 year CIP approval – VPs of Instruction / Instructional Office
  - d. Hire Letters – Prof Dev hours via Colleague (Target May)
  - e. NSC (National Clearing House) – Spring Submission in new format, not in Production yet, tied to Colleague upgrade
  - f. Fall 2015 – class schedule coding
2. Protecting AddCodes – phones and cameras
3. OpenCCCApply – March target
  - a. A&R Contacts (GC Laura M, CC Vanessa S)
  - b. Zeke Rogers – consultant – test downloads, and colleague data load next week
4. Need to Re-Apply / Catalog Rights...
  - a. After break of two terms, same for both colleges, DQ does not affect need to re-apply
  - b. Going forward with Catalog Rights...
5. Transcript Requests – status – Soft GoLive this week (Eric checking)– training complete
6. Document Imaging – Implemented Doc Types in A&R – next steps
7. Degree Verification – timing, empowering A&R
8. Ellucian Demo – Next steps – Student Success Committee discussion ?
9. Roll out Office 2013 in Spring 2015
  - a. Drafting email to go to all users – looking at rolling out in March
10. Securing Customer Information / Security – Plan
11. Other

**Information Items – Discussed as Requested**

**Ongoing Projects with Change in Status**

1. CurricUNET – Meeting scheduled for Mar 6 2:30pm in 70-066
2. Workday Deployment
  - a. Material on the Intranet – check it out! (<http://intranet.gcccd.edu/workday/meetings.html>)
3. WebSites – next steps (Forms, Videos, etc, decommission of old server)
  - a. We are reviewing Forms options, and archive of old site options
4. SIRSI – Library system – moved – implementing MobileCirc to facilitate inventory – configuring iPads
5. Data Warehouse – Enrollment Management – working with vendor to specify an EDDI equivalent

6. CASAS/WIA – Continuing Ed / Grant project – IS will support 60 wireless laptops Griffin Gate, 70-066
7. SARS-MSGs – PO/Contract in process
8. HelpDesk Software – preparing vendor demo scripts
9. Wireless – Prop V Project; goal is for 100% coverage and include planning for BYOD; engaged HP for discussion on entire infrastructure (coverage and capacity will be included) – On Site this week, wireless assessment to be scheduled
  - a. Engineer on site week of Feb 23 for assessment
  - b. Increased capacity at GC in Griffin Gate, 70-066 – CASAS project

### **Ongoing Projects**

1. Colleague
  - a. Academic Program / Major – waiting for follow up meeting – who should update and where
  - b. DARS – For Students
    - a. Performance issue fixed – load testing is next
    - b. IS working on WebAdvisor interface, Disclaimer, accessible off campus, security
2. Wireless – Prop V Project; goal is for 100% coverage and include planning for BYOD; engaged HP for discussion on entire infrastructure (coverage and capacity will be included) – On Site this week, wireless assessment to be scheduled
  - a. Increased capacity at GC in Griffin Gate, 70-066 – CASAS project
3. Upgrade network Infrastructure
  - a. New Firewalls on order
  - b. Increase bandwidth across key college pathways
  - c. Planning for new Core routers

### **Meetings for 2015**

1. Consensus to schedule ATAC and ITAC as contiguous meetings; third Thursday of each month; ATAC starting at 10:00 and ITAC beginning at 10:50
2. Spring dates will be 3/19, 4/16 & 5/21