

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT  
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)  
MEETING AGENDA  
NOVEMBER 17, 2016 – 10:00 to 10:45 a.m.  
VIDEO CONFERENCE - CUYAMACA I-107 & GROSSMONT DISTANCE ED ROOM**

**New and Relevant Issues to Be Discussed**

1. Student Address Changes via WebAdvisor – moving forward
2. Course Descriptions in WebAdvisor – moving forward
3. Document Imaging – moving forward with additional modules
  - a. Forms processing, Electronic signature, Document management – check in/out
4. DARS – Degree Audit – Jessica McKean – pick list, technical issues
5. Workday
6. Security
7. BPA – Technology planning – scheduled Dec 7-8 1.5 days
8. Staffing IS
  - a. Manager, Technology Programs (Student Services)
  - b. Information Systems Business Analyst - Workday
9. Drop for Non Pay – currently scheduled for Spring 2017 for Jan 13th
10. Canvas – Process started – First 3 months (Authentication, SIS integration, training, branding, etc)
11. Daily FTES comparison report – Done before end of year 2016
12. Network infrastructure upgrade plan

**Information Items – Discussed as Requested**

**Ongoing Projects with Change in Status**

1. SSSP data nightly integration from Cynosure and SARS directly
2. Wireless – Wireless using Cell service for laptop carts – needs more testing
3. HelpDesk Software – RemedyForce – Piloting with ICS at both colleges
4. SANS – vendor presentations complete – getting best and final pricing
5. Infrastructure
  - a. Wireless District Services pilot / testing new equipment
  - b. Ongoing Upgrading networks switches both colleges

**Ongoing Projects**

1. Current Projects – <https://intranet.gcccd.edu/is/status-of-projects.html>
2. Curriculum Approval – target RFP for Fall term
3. Degree Audit for Students
  - a. Build selection tree, focus group test with students, Fix problems - Upgrade to latest version
4. Memory Upgrades - Still upgrading at Grossmont and Cuyamaca
5. Foundation/Aux – Scholarship application software – Academic Works – next steps
6. Nelnet – new Enterprise version – new target date – after Workday
7. SEVIS – Training done, Addressing identified issues & workarounds, waiting for Colleague upgrade
8. Transcript Requests - Form Fusion/Layout and formatting w Credentials
9. Windows 10 / Office 2016 – next steps
10. Email – Archive & Personal Folders (PSTs) – move to mailbox/cloud – districtwide email
11. Onedrive for Business – Office Online – districtwide email