

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT  
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)**

**MEETING NOTES**

**JULY 21, 2016 – 10:00 to 10:45 a.m.**

**VIDEO CONFERENCE - CUYAMACA I-107 & GROSSMONT DISTANCE ED ROOM**

**ATTENDEES – Amir Law, Brian Nath, Donna Hajj, Julie Kahler, Kerry Kilber Rebman, Linda Jensen, Lorenze Legaspi, Martha Clavelle, Mary Eden, Michael Copenhaver, Nicole Jones, Sheryl Ashley & Wayne Branker**

**New and Relevant Issues to Be Discussed**

1. Open Sections – Latest mods, and work in progress – Brian Nath reported that the problem with cross-listed classes is being worked on. He also asked for suggestions on the wording of a note at the top about an add code.
2. Addresses in Colleague – Information Systems is investigating possible solutions – Ellucian provided a solution that Laura Murphey and Eric Lane are looking into and testing, then they will show it to A/R.
3. Blackboard Pay – Payment to Students – July 28th
4. Image Now – need to schedule meeting to discuss next steps, attendees: Sheryl Ashley, Wayne Branker, A/R, Counseling, Fin Aid, IS
5. Curriculum Approval – Curriculum committee met discussing next steps – need RFP, demos
6. CAI – Common Assessment – Martha Clavelle reported she is still in the process of getting a conference call set up. This would have to start Spring 2018. Martha also stated that she is working with both colleges on this project.
7. Degree Audit for Students
  - a. Build selection tree, focus group test with students, Fix problems - Upgrade to latest version – Brian Nath reported that he will reach out to a group of people to readdress the outstanding list. At Grossmont, it will be Dave Dillion and Beverly Wight. Donna Hajj will determine who it will be at Cuyamaca.
8. OpenCCCApplly - International App – Up and running, ready for September Apps – Wayne Branker reported that they are trying to have this open when the domestic app opens.
9. Office 2013 – moving forward with IS assisted installs
10. Email – Archive PSTs – move to mailbox/cloud – districtwide email
11. EMA – Enrollment Management Analysis report
12. Infrastructure
  - a. Wireless focus for start of Fall term – GC TechMall, CC Bldg H – Brian Nath reported that after the Tech Mall and Bldg H are completed, the rollout will continue but wanted to discuss which buildings to start with. At Grossmont, he will discuss this with Facilities, but who at Cuyamaca is still to be determined. Kerry Kilber Rebman will check on the status of the Surface Pros that were worked on this week.
13. Canvas – Signing contracts – Brian Nath reported that Kerry Kilber Rebman and Janet Gelb are the leads on this project, and they are currently going over the contract. They want to nail down the legal commitment of when this has to be done by and how much support the vendor will provide.
14. Staffing - Student Services Technology Manager (SSSP) – job posted – Brian Nath reported the job title is now Manager, Technology Programs (Student Services) and he hopes to have these filled by late September.
15. Foundation/Aux – Scholarship application software – implementation meeting July 20th

**Information Items – Discussed as Requested**

**Ongoing Projects with Change in Status**

1. Memory Upgrades - Still upgrading at Grossmont and Cuyamaca
2. Security Plan – next meeting scheduled Aug 11<sup>th</sup> 1:30-2:30

**Ongoing Projects**

1. Current Projects – <https://intranet.gcccd.edu/is/status-of-projects.html>

2. SSSP data nightly integration from Cynosure and SARS directly – Summer target date
3. Wireless – pricing new controllers and pilot implementation
4. Colleague - Assignment Letter and customizing Colleague entry screen
5. Nelnet – new Enterprise version – after WorkDay – Oct/Nov
6. SEVIS – Training done, Addressing identified issues & workarounds, Fall pilot planned
7. Course Descriptions showing in WebAdvisor – reviewed in DCEC
8. Transcript Requests – IS reaching out to vendor - Form Fusion/Layout and formatting w Credentials
9. WEB UI – roll out – ongoing
10. HelpDesk Software – RemedyForce – Fall implementation
11. Workday - Material on the Intranet – check it out! (<http://intranet.gcccd.edu/workday/meetings.html>) – Brian Nath reported that a top priority for IS concerning Workday right now is having Colleague produce an Assignment/Hire Letter that is pulling more data from Colleague to facilitate an automatic electronic interface/feed directly from Colleague to Workday. This will require a modification to a Colleague data entry screen and training.