

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT  
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)  
MEETING AGENDA  
April 20, 2017 – 10:00 to 10:45 a.m.  
VIDEO CONFERENCE - CUYAMACA I-107 & GROSSMONT DISTANCE ED ROOM**

**New and Relevant Issues to Be Discussed**

1. Workday
2. **Colleague/WebAdvisor**
  - a. Faculty - Email will show up if type is "Pri", Phone will show up if type is "FAC"
  - b. Priority Reg starts April 24<sup>th</sup>, Open Reg May 9<sup>th</sup>, Drop for Non Pay May 26<sup>th</sup>
  - c. **Drop for Non Pay Process** – review the need to wait for a "Manual" review, a 2-3 hr wait time  
We could be done by 8am vs 10am or 11:30am  
see below under – "Drop for Non Pay - Folks on the manual review list"
3. Document Imaging – Business Analysis – use of doc types, sharing vs not sharing, permissions, etc
  - a. Upgrade to latest version – Done – fixed some "bugs"
  - b. Business Insight, Eforms processing, Electronic signature, Document management
4. DARS – Degree Audit – Jessica McKean/Asma Abushadi – pick list, technical issues, upgrade
5. SSSP data
  - a. integration from Cynosure and SARS directly
  - b. Data collection from High Schools – how to enter into Colleague – GC vs CC
  - c. Exemption – How to code Cohort of students that do not need to be "Directed to Services" and how does this coding affect our pathways or business processes
6. Student Address Changes via WebAdvisor – Done
7. BPA – Technology planning – next steps
8. SANS – Purchased – install Spring 2017
9. Drop for Non Pay – workgroup to review (DCEC)
10. Step Three – Advising
  - a. Changes done for Cuyamaca
  - b. Next steps for Grossmont ?

## GCCCD WebAdvisor

CURRENT STUDENTSWelcome Brian!

### Step Three - Advising

You must complete both Orientation and Advising to receive your earliest new student registration date

[Online Advising](#)  
[Cuyamaca Students: In Person New Student Advising Appointment](#)

**SUBMIT**

## **Information Items – Discussed as Requested**

### **Ongoing Projects with Change in Status**

1. HelpDesk Software – RemedyForce – Piloting with ICS at both colleges
2. FTES – Coding standards - rescheduled
3. Infrastructure
  - a. Wireless District Services pilot / testing new equipment
  - b. Ongoing Upgrading networks switches both colleges
4. Security -2 step authentication, Workday access only on site

### **Ongoing Projects**

1. Current Projects – <https://intranet.gcccd.edu/is/status-of-projects.html>
  2. Curriculum Approval – target RFP for Fall term
  3. Foundation/Aux – Scholarship application software – Academic Works – next steps
  4. Windows 10 / Office 2016 – next steps
  5. Email – Archive & Personal Folders (PSTs) – move to mailbox/cloud – districtwide email
  6. Onedrive – waiting for Security enhancements
  7. Nelnet – new Enterprise version – target date – June / Summer 2017 – next steps
  8. Daily FTES comparison report
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## **Drop for Non Pay - Folks on the manual review list**

A&R – Lisa Lundgren and Vanessa Saenz

VA – Deborah Ayers and Kerry Etzel

INTL – Yumiko Hudson and Mika Miller

FA – Mike and Ray

Residency – Wendy Woodward, Arianne Ahmadian & Sandra Ramos

Cashiers – Billie Lavan and Caroline Althaus

Business Office – Karen Kline