

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)
MEETING AGENDA
August 17, 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
 - a. Worklet - Finance Standard Reports
 - i. Available Balance by 4 digit
 - ii. GCCCD – Open Encumbrance Details by Smartkey
 - iii. Report – Zip Summary (Single Zip)
 - b. Offsite Access – MultiFactor Authentication (MFA) – done
2. Colleague/WebAdvisor
 - a. Student Address Changes via WebAdvisor
 - b. Colleague Upgrade (UI, Windows 10, etc)
 - i. Full Upgrade – scheduling downtime – Nov 4/5
 - ii. Planned – Late Sept target for user interaction/testing
 - iii. Step Three – Advising - Next steps for Grossmont ?
 - c. Drop for Non Pay – workgroup to review (DCEC)
 - i. Going from 1 to 2 – 4 weeks before (new), and 2 weeks before (current)
 - ii. Catalog wording regarding drop dates, Websites, etc ?
 - iii. Student Communication, VP awareness
 - iv. Spring 2018 vs Fall 2018
 - v. Review in DIT
 - d. GC request for pick list on every WebAdvisor student drop as to why – mod to WA reg process
3. Network and Server Upgrades – all done in 1 year
 - a. Wifi – Fall – initial goals
 - i. GC – bldg. 10,60,70, CC – bldg. H,I,K
 - b. Network 10 Gig – Summer / Fall goals
 - i. GC – Bldg 55,20,34,70 - done CC – Bldg H, I, K
 - c. Lab Imaging – Server and Network upgrades complete for GC, CC update
4. VOIP – Voice Over IP – new telephone system – 1 year plan – Brian Merrill
5. Windows 10, new Dell desktop Hardware (7050)
6. Upgrade Resource25 – new functionality – moving forward
7. DARS – Degree Audit – Jessica McKean/Asma AbuShadi
 - a. Conference, pick list, technical issues, upgrade, Assist
8. Ed Plan software – Demos done – next step TCC
9. BPA – Technology planning – next steps TCC
10. OER – Open source Education Resources SB-1359
 - a. Next steps – interim solution, college control, text per section showing on WebAdvisor
 - b. https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201520160SB1359
 - c. Discuss at joint Academic Senate

Information Items – Discussed as Requested

Ongoing Projects with Change in Status

1. HelpDesk Software – RemedyForce – Piloting with ICS at both colleges, test users in A&R
2. FTES – Coding standards – next meeting Aug/Sept
3. https for GCCCD Web sites – Payroll says County access will be needed for years, IS needs to talk with County IT folks to determine options.

Ongoing Projects

1. Managing Reporting Requests
2. Document Imaging – Business Analysis
 - a. Analyze sharing of documents – Ex transcripts, other doc types
 - b. Analyze process of recording, storing and retrieving Ed plans across depts/colleges
 - c. Ways to streamline document storage, Electronic forms vs paper
3. 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
4. Email – Archive & Personal Folders (PSTs) – move to mailbox/cloud – districtwide email
5. Onedrive – waiting for Security enhancements
6. Open Class List Report – A&R wants to only show students classes they can actually register for