

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

**MEETING NOTES**

**MAY 18, 2017 – 10:00 to 10:45 a.m.**

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

**ATTENDEES – Aaron Starck, Aiden Ely, Asma AbuShadi, Brian Nath, Eric Lane, Jessica McKean, Julie Kahler, Kerry Kilber Rebman, Laura Murphey, Marsha Gable, Nicole Jones, Pat Setzer & Sang Bai**

**New and Relevant Issues to Be Discussed**

1. Workday – Brian Nath reported that the budget reports are being worked on, specifically the 4-digit report which is more like an IFAS report where you would only see object codes. There will be a filter where you can put your name in and all your information would show up.
2. Colleague/WebAdvisor
  - a. Drop for Non Pay May 26<sup>th</sup> – start at 7am-10am – no manual review on Friday. – Brian Nath reported this was discussed at DIT and the date was agreed on.
3. Document Imaging – Business Analysis – waiting for training – Brian Nath reported there will be on-site training in June.
4. DARS – Degree Audit – Jessica McKean/Asma AbuShadi – pick list, technical issues, upgrade – Asma AbuShadi reported she'll be working with evaluators to start deploying this.
5. Student Address Changes via WebAdvisor – working on issue – Laura Murphey reported this needed more testing and then they'll move forward with the fix, hopefully within two weeks.
6. BPA – Technology planning – next steps – Brian Nath reported this will be discussed at TCC today for the next steps.
7. SANS – Purchased – installed – Brian Nath reported the system will now be faster and more reliable, the next step will be to move away from tapes.
8. Drop for Non Pay – workgroup to review (DCEC) – Pat Setzer reporting the drop for non-payment and the options are still be discussed.
9. Submit button for GC Counseling advising – Counseling wants to move the link behind the submit button or remove the button all together. – Brian Nath reported they are taking a look at this, the submit button takes you back to the main button, the wording might need to be changed.
10. Open Class List Report – A&R wants to only show students classes they can actually register for – A discussion about the list was had.
11. Windows 10 / Office 2016 – next steps – Brian Nath reported they are working on Windows 10 imaging, and should have it ready before August. There will be a change where users will no longer be able to install software on their computer for security reasons. IS is looking into how they would then get software installed. Brian Nath also reported that when buying new computers to still purchase the 7040s.

**Other**

Wifi – Brian Nath reported IS just got the new wifi working this morning in the IS area. They will then be pushing it out to the District and then plan implementation at both colleges. It will be a year plan and implementation to get this done.

**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 – Brian Nath reported they are working on getting Workday access off-site and this should be done by September.

## Ongoing Projects

1. Step Three – Advising
  - a. Changes done for Cuyamaca
  - b. Next steps for Grossmont ?
2. 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
3. Current Projects – <https://intranet.gcccd.edu/is/status-of-projects.html>
4. Curriculum Approval – target RFP for Fall term
5. Foundation/Aux – Scholarship application software – Academic Works – next steps
6. Windows 10 / Office 2016 – next steps
7. Email – Archive & Personal Folders (PSTs) – move to mailbox/cloud – districtwide email
8. Onedrive – waiting for Security enhancements
9. Nelnet – new Enterprise version – target date – June / Summer 2017 – next steps
10. Daily FTES comparison report