

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

MEETING NOTES

JULY 20, 2017 – 10:00 to 10:45 a.m.

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

**ATTENDEES – Asma AbuShadi, Brian Nath, Eric Lane, Greg Vega, Jessica McKean, Kerry Kilber
Rebman, Laura Murphey, Michael Copenhaver, Pat Setzer, Shane Stewart & Tate Hurvitz**

New and Relevant Issues to Be Discussed

1. Workday
 - a. Worklet - Finance Standard Reports – Brian Nath reported that they are looking at making a Finance Standard Reports worklet that would include reports listed below.
 - b. Available Balance by 4 digit
 - c. GCCCD – Open Encumbrance Details by Smartkey
 - d. Report – Zip Summary (Single Zip)
 - e. Offsite Access – MultiFactor Authentication (MFA) – all user email – Brian Nath reported that A&R would like to revisit and change how this is going to function.
2. Colleague/WebAdvisor
 - a. Student Address Changes via WebAdvisor – Brian Nath reported that this is now wanted to function differently so that is being worked on.
 - b. Colleague Upgrade (UI, Windows 10, etc)
 - i. Full Upgrade – scheduling downtime – proposed Nov 4/5
 - c. Drop for Non Pay – workgroup to review (DCEC) – Brian Nath reported that there has been no decision on this yet, but that there has been discussion about maybe two drops for the Spring semester.
 - i. Next one Aug 4th (Friday)
3. Network and Server Upgrades – all done in 1 year – Brian Nath reported that the labor needed and the time to implement is being sorted out. Below are summer “goals” with project completion for all buildings at both colleges done in one years’ time (Summer 2018).
 - a. Wifi – Summer goals
 - i. GC – bldg. 10,60,70
 - ii. CC – bldg. H,I,K
 - b. Network 10 Gig – Summer goals
 - i. GC – Bldg 55,20,34,70
 - ii. CC – Bldg H, I, K
 - c. Lab Imaging – Server upgrades complete for GC, ICS working with Vendor
4. VOIP – Voice Over IP – new telephone system – 1 year plan – Brian Merrill – Brian Nath reported this should be done within a years’ time.
5. Upgrade Resource25 – new functionality – moving forward – Brian Nath reported that we are behind on upgrades and this is currently prioritized for an upgrade Fall 2017.
6. DARS – Degree Audit – Jessica McKean/Asma AbuShadi – Brian Nath reported that progress is ongoing with DARS for students an ultimate goal.
 - a. Conference, pick list, technical issues, upgrade, Assist – SDSU and the database
7. Ed Plan software – Demos scheduled – probably RFP – Brian Nath reported that they are going through demos now.
 - a. July 18,19,25th (CollegeSource (DARs), EduNav, Colleague, CCTC State (Hobsons)

8. BPA – Technology planning – next steps – Kerry Kilber Rebman reported that the form is still being worked on.
9. OER – Open source Education Resources SB-1359 – Brian Nath reported that this bill has passed and that it is a bill that says to let students know that this option exists where they can get free textbooks digitally. Brian Nath stated that it needs to be figured out how to let students know this and he demonstrated an idea for it. Tate Hurvitz reported that there have been many discussions about this in the OER workgroup and that maybe there should be an OER search filter. There was a discussion about this further and was decided there that this should be discussed further at DCEC and the next Academic Joint Senate meeting in August.
 - a. Demo of a possible solution
 - b. https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201520160SB1359

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 – next rescheduling for July
3. Open Class List Report – A&R wants to only show students classes they can actually register for
4. https for GCCCD Web sites – Payroll says County access will be needed for years, IS needs to talk with County IT folks do determine options.

Ongoing Projects

1. Managing Reporting Requests
2. Document Imaging – Business Analysis
3. Step Three – Advising
 - a. Changes done for Cuyamaca
 - b. Next steps for Grossmont ?
4. 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
5. Email – Archive & Personal Folders (PSTs) – move to mailbox/cloud – districtwide email
6. Onedrive – waiting for Security enhancements