

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT  
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)  
MEETING AGENDA  
SEPTEMBER 21, 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 – requires new hardware and new timeline
    - ii. WebAdvisor - Step Three – Advising – In Progress
  - 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. Scheduled for Fall 2018 – work with users to produce implementation plan
    - iii. Student Communication, VP awareness
    - iv. Review in DIT
  - d. TCC – moving forward with Ellucian / Colleague
3. Network and Wifi progress, equipment and implementation services (RFP)
4. VOIP – Voice Over IP – new telephone system – Progress on RFP
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. Cynosure – Online Advising
9. Document Imaging update
10. SSSP Data integrity/integrations
11. BPA – Technology planning – Piloting at Cuyamaca
12. 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](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 Sept/Oct
3. 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
  - 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