

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

MEETING NOTES

February 15th 2018 – 10:00 to 11:00 a.m.

VIDEO CONFERENCE - CUYAMACA I-107 & DISTRICT TELECONFERENCE ROOM

ATTENDEES – Aaron Starck, Asma AbuShadi, Chris Tarman, Eric Lane, Fabienne Chauderlot, Greg Vega, Jessica McKean, Jessica Robinson, Jodi Reed, Julie Kahler, Mary Eden, Pat Setzer & Wayne Branker

New and Relevant Issues to Be Discussed

1. Colleague/WebAdvisor
 - a. Colleague Assessment – Eric Lane reported that there was a usage assessment and the report is being reviewed now. Once the final report comes the projects will be prioritized.
 - b. Ellucian Enhancements - CRM Recruit, Self Service/Registration, Ed Plan, DB (SQL), SSO – Discussion led by Chris Tarman and Eric Lane regarding upgrades.
 - c. Fin Aid – new year – vendor support – Eric Lane told the committee to reach out to IT if they have any concerns or issues.
 - d. DeReg Strategy – one Drop for Non Pay and one for Prereq not met (total of 2) – Eric Lane reported this is being moved back to 2 drops for Fall 2018, with the dates being August 2nd Dreg and August 13th Pre Req.
2. Accuplacer – Math changes – Eric Lane reported this is being worked on with both colleges for the Fall, coding will follow after the final word is received.
3. Data Warehouse – Working with vendor, upgrading to new servers, new SQL and Reporting Services – Eric Lane reported this will make Reporting Services faster.
4. VOIP, Network and Wifi progress, equipment and implementation services (RFP) – Chris Tarman reported that for the wifi project, consulting with colleges is taking place now that new IS staff has been hired. Chris stated the final stages for VOIP in in process. He also stated that for the infrastructure project, a contract needs to be finalized for help, but the VOIP project needs to happen first.
5. Windows 10, new Dell desktop Hardware (7050) – Chris Tarman reported that this is a security initiative; all new computers must have Windows 10, individual users will not have administrative rights over their computers, software downloads will need to be approved (there will be a form for this request). This will all be handled by Steve Abat and Eugene Davis in IS.
6. Upgrade Resource25 – Eric Lane reported that once this is done, Resource25 will be in the Cloud.
 - a. Data review completed, last step onsite visit (Mar 21-23) then live on 25live
7. DARS – Degree Audit – Jessica McKean/Asma AbuShadi – Asma AbuShadi reported they are ready to go live, but with a side note – the staff is good, but the students need more work.
 - a. Conference, pick list, technical issues, upgrade, Assist
8. Cynosure – Online Advising – in Production by March – Asma AbuShadi reported this is going live next week, it will cut down to 7 slides for advising, it's very specific but still serves the same purpose.
9. Document Imaging update – one drawer/file district wide for students – assessing SOW – Asma AbuShadi reported that a PO needs to be entered for the email agent, and for eSignatures they want something where they'd be able to stamp.
10. SARS Anywhere – working on Multi Factor Authentication – Chris Tarman reported that the details are being worked out with Azure on the Two Factor Authentication.
11. SSSP Data integrity/integrations – Asma AbuShadi reported that the margin of error is small and a meeting with Courtney Williams will take place to discuss this and to phase out of manual process.
12. Other

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. WebAdvisor - Step Three – Advising – IT lining up consultant training/implementation
3. FTES – Coding standards – next meeting Sept/Oct

Ongoing Projects

1. Open Class List - only show ..."those for which you can register"
2. Managing Reporting Requests
3. BPA – Technology planning – Piloting at Cuyamaca
4. Student Address Changes via WebAdvisor
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. Email – Archive & Personal Folders (PSTs) – move to mailbox/cloud – districtwide email
7. Onedrive – determining role out plan
8. Open Class List Report – A&R wants to only show students classes they can actually register for