

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

**MEETING NOTES**

**MAY 17, 2018 – 10:00 to 11:00 a.m.**

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

**ATTENDEES – Aaron Starck, Asma AbuShadi, Brian Merrill, Eric Lane, Jessica McKean, Jessica Robinson, Laura Murphey, Pat Setzer & Wayne Branker**

**New and Relevant Issues to Be Discussed**

1. Colleague/WebAdvisor
  - a. Self-Service in Production June 4<sup>th</sup> – Eric Lane reported the final configuration plan will be this week. Jessica Robinson & Wayne Branker confirmed that the colleges are working together on this.
    - i. Functional Consultant on site
    - ii. Testing, configuration, and performance testing, etc
    - iii. Communication plan and training / videos, websites
  - b. ACI – Colleague credit card payments – upgraded – Eric Lane reported this was upgraded last week.
  - c. DeReg Strategy –Aug 13th “Prereq not met”, August 2<sup>nd</sup> Drop for Non Pay (Cancelled) – A discussion was had about why August 2<sup>nd</sup> was canceled.
  - d. XSTN – Date Record program – recent mods in testing – Laura Murphey reported that a programmer went through all the changes that were wanted, which are done and waiting to be tested.
2. Nelnet – Automated back end not working – Eric Lane reported that students can still enroll in payment plans, it's just a manual process right now.
  - a. upgrade to Java on unix back end, manual file transfers until fixed
3. BankMobile bought BB Pay- Shari Waters PM (Fin Aid, Accounting, Public relations, IT) – Eric Lane reported that Shari Waters is getting a committee together.
  - a. Detailed plan and timeline being developed – go live goal end of July before 1<sup>st</sup> Fall disbursement
4. Resource25 – events.gcccd.edu flip to new version Friday May 25<sup>th</sup> – Eric Lane reported the new version has a new interface.
  - a. Link to help - <https://www.gcccd.edu/it/software-training/25live.html>
5. SARS Anywhere – next steps – build Prod environment – Asma AbuShadi reported this is ready to go live, they have single sign-on now and are planning for access from off-site.
6. DARS – Degree Audit – Jessica McKean/Asma AbuShadi – Jessica McKean & Asma AbuShadi reported this went live May 3<sup>rd</sup> and they have received no bad feedback.
7. VOIP – New Phone system - Finished 3 finalists demos, surveying VOIP committee
8. Network – Upgrade to all District buildings scheduled on each Friday during 4/10 – Brian Merrill reported they have the equipment for this and a vendor has been selected to do the install. A more detailed plan for which buildings will be communicated soon, possible early next week. Eric Lane reported that this will not affect student's ability to access sites.
  - a. There will be intermittent outages throughout to individual buildings as the installs progress from building to building
  - b. Tentative schedule – Cuyamaca - June 8<sup>th</sup>, 15<sup>th</sup> Grossmont - June 22, and July Fridays
9. Wifi progress, equipment and implementation services (RFP) – Brian Merrill reported that the vendor, Communication Wiring Specialists (CWS), are installing new access points and that they are about 50% done. He also stated that Apple devices need to be reconnected to the wifi. Eric Lane stated he will have David Bier check into building F100 at Cuyamaca, which is having issues connected per Pat Setzer, and Eric will also send out an email reminder. Brian Merrill also stated an initial meeting with a vendor, Aruba, has been had regarding outdoor connection.

- a. Upcoming April/May – CC – finished F 100 May 11th, Bldg E April 27<sup>th</sup>, Bldg B May 19<sup>th</sup>, 20<sup>th</sup>
- b. Continuing discovery – Next GC 50's, 40's, CC – F Complex

10. Security Plan

11. AB19 – workgroup has been meeting, intend to implement for Fall 2018 term, will have some manual processes in place with goals of automating as much as we can, as soon as we can.

### **Information Items – Discussed as Requested**

#### **Ongoing Projects with Change in Status**

1. Windows 10, new Dell desktop Hardware (7050)
2. Upgrade Resource25 – in Production, old way goes away mid June
3. SSSP Data integrity/integrations – goal by end of May
4. Colleague Assessment – met with teams, review priorities
5. Data Warehouse – Working with vendor, upgrading to new servers, new SQL and Reporting Services
6. Document Imaging update – one drawer/file district wide for students – assessing SOW

#### **Ongoing Projects**

1. FTES – Coding standards – next meeting Sept/Oct
2. Ellucian Enhancements - CRM Recruit, Ed Plan, DB (SQL), SSO
3. HelpDesk Software – RemedyForce – Piloting with ICS at both colleges, test users in A&R
4. Open Class List - only show ...“those for which you can register”
5. WebAdvisor - Step Three – Advising – IT lining up consultant training/implementation
6. Managing Reporting Requests
7. BPA – Technology planning – Piloting at Cuyamaca
8. Student Address Changes via WebAdvisor
9. SSSP data
  - a. Data collection from High Schools – how to enter into Colleague – GC vs CC
  - b. 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
10. Email – Archive & Personal Folders (PSTs) – move to mailbox/cloud – districtwide email
11. Onedrive – determining role out plan

### **Other**

1. Pat Setzer asked when will curriculum software be added back to the agenda, and Eric Lane stated he would talk to Brian Nath about this.