

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

MEETING NOTES

OCTOBER 18, 2018 – 10:00 to 11:00 a.m.

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

ATTENDEES – Aaron Starck, Asma AbuShadi, Brian Nath, Brianna Cuellar, Chris Tarman, Courtney Williams, Eric Lane, Gregory Vega, Jessica McKean, Jessica Robinson, Julie Kahler, Kerry Kilber Rebman, Laura Murphey, Martha Clavelle, Pat Setzer, Shari Waters & Wayne Branker

New and Relevant Issues to Be Discussed

1. Colleague/WebAdvisor
 - a. Self-Service – Turn On Planning – Spring Commitments? – Shari Waters reported there will be a meeting the week after next to discuss this with IT & AR. A discussion was held about add codes for self-service.
 - i. Registration – continue soft roll out, Summer Reg target full roll out – Brian Nath reported that when Linux is in place it should be faster.
 - ii. Ed Plan – A discussion was held regarding transitioning from paper, phase I.
 - b. DeReg Drop for Non Pay, and Pre-Req Strategy – Spring Jan 11 – down all day – Brian Nath reported this is the first time doing this and there won't be grades for intersession. A discussion was held about dereg.
 - i. PreReq drop will be first time for us
 1. Native process – needs a grade, if grade not present, pre-req not met
 2. Intersession sections not graded, will not clear a pre-req for a later Spring course
 - c. Linux upgrade– Nov 1, and 2nd – Colleague down both days – major upgrade – Brian Nath explained why we are upgrading and said this is a great upgrade and hopes this is a one-time upgrade. A discussion was held regarding dates, how long it could take, and concerns with downtime. The email to students will be discussed at DIT.
 - d. Colleague STRAP (strategic alignment plan) – defining timeline, priorities and plan – Shari Waters reported that she discussed this with Wayne Branker and they came up with a strategy to tackle this huge project. They are working with Ellucian on a timeline.
 - i. 2 phase one goals - Informed Program/Major, and Addresses, Phone numbers
 - e. FormFusion – Faculty Roster, pdf vs excel and use of template – Brian Nath reported that faculty could be directed to Forms Depot if they prefer an excel template over the new PDF format.
<https://www.gcccd.edu/formsdepot-district/default.html> (“Attendance Roster Files”)
 - f. Ed Plan – moving forward phase I
 - g. CRM Recruit – training, setup, In production Jan/Feb 2019 – Shari Waters reporting this is moving forward and there will be a meeting next week to discuss the next steps.
 - h. SQL – beginning data scans after new server built
 - i. TEST – EQ and UG coding fix - done
 - j. Latest patches and updates – Brian Nath reported this is a multi-month project with custom code. A discussion was held regarding testing and timeline.
 - i. Full testing Winter Break / Intersession – Go Live before Spring main term
 - ii. Colleague Add Codes - Summer
2. OpenCCApply new authentication – Go Live date – A discussion was held about the CCCApply upgrade and impacts.
3. AB19 – treating Fall like summer for Spring, next steps, debrief meeting ? – Shari Waters reported this is under discussion with how to deal with it, time is needed and she will have an answer next week.
4. Common Assessment Initiative – AB705 – Custom solution – need timeline – A discussion was held about how to get this started.

5. SARS/Cynosure – data mapping to Colleague – AC in Cynosure vs EA – Brian Nath reported the coding in Colleague needs to be changed and then transferred. A discussion was held regarding coding and how it is being interpreted from SARs.
6. SSSP Data – reports developed and validating
7. SARS Anywhere – done
8. Data Warehouse – Upgrade completed – Brian Nath stated to please call the Help Desk with any issues.
9. VOIP – New Phone system – Contracts signed – schedule kick off call – Brian Nath reported a timeline for coming up on the new system is needed and IT will discuss this with the vendor.
10. Windows 10 – working with ICS both colleges, plan/pilot - software requests using form – Brian Nath stated IT will begin the planning process on how to upgrade everyone, not just new computers, and this will be discussed at ITAC.
11. Wifi – now focusing on outside – Got quotes, will enter PRs for initial phase – Brian Nath reported he got quotes for the outdoor areas and will work with the District and colleges regarding installation.
 - a. GC - Quad, 50's, Health Pro and Sci building
 - b. CC - Between H and I, B bldg, part of F complex

Information Items – Discussed as Requested

Ongoing Projects with Change in Status

1. Document Imaging update – one drawer/file district wide for students – assessing SOW

Ongoing Projects

1. FTES – Coding standards – next meeting needs to be scheduled
2. Ellucian Enhancements - SSO
3. HelpDesk Software – RemedyForce – Piloting with ICS at both colleges, test users in A&R
4. WebAdvisor - Step Three – Advising – IT lining up consultant training/implementation
5. BPA – Technology planning – Piloting at Cuyamaca
6. 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
7. Onedrive – determining role out plan