

GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT
INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE (ITAC)

MEETING NOTES

SEPTEMBER 15, 2016 – 10:50 a.m. to 11:30 a.m.

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

ATTENDEES – Brian Josephson, Brian Nath, Chris Rodgers, Dave Dillon, Debbi Smith, Katrina VanderWoude, Kerry Kilber Rebman, Nadra Farina-Hess, Pat Newman, Rhona Bauerlein & Tate Hurvitz

New and Relevant Issues to Be Discussed

1. Cuyamaca ITC Report - Kerry Kilber Rebman reported that faculty email on webadvisor was discussed and that IS is already working on this.
2. Grossmont TTLC Report – Nadra Farina-Hess reported that TTLC hasn't met yet, but wanted to note a discussion about Veditz, which is cloud based, would take place.
3. TAC – Technology Advisor Council – next steps – A discussion was had about how to move forward with this committee. Kerry Kilber Rebman talked about why these meetings were being combined, they want better communication. A discussion on who would serve was had, Kerry said there will be a call. The question of how ITC & TTCL would fit into this came up. A decision was made to send out documents pertaining to this committee to members for review, gather feedback, and review feedback at the next TCC meeting on October 12th.
 - a. Review draft charge and Chairs
4. Blackboard/Canvas
 - a. Blackboard:
 - i. Cumulative Update 1, YouSeeU and Grossmont College NetTutor LTI Building Blocks have been installed.
 - ii. We are working with the vendor for Building Block for Human eSources. There is a glitch in uploaded grades from their system to ours. The problem is at the vendor end and will work with individual instructors that need help.
 - iii. There is a new security patch out with Cumulative Update 2 that Blackboard is advising to install. – Debbi Smith reported this might happen in a month.
 - b. Canvas status: They will be contacting us toward the end of September to get the admin part started. – Kerry Kilber Rebman reported that there is a meeting with Instructure on October 4th.
5. Blackboard Pay – Payment to Students – College marketing still continues.
 - a. Sept 23rd - Fall Pell upcoming - 7,000-8,000
 - b. Link to timeline <https://intranet.gcccd.edu/cashcard/>
6. Windows 10 / Office 2016 – next steps – Brian Nath reported that the IS department is testing this out on their department computers first. He reported a timeline and plan will be formulated.
7. Email – Archive & Personal Folders (PSTs) – move to mailbox/cloud – districtwide email – Brian Nath reported an email has been drafted to be sent out regarding this.
8. Onedrive for Business – Office Online – districtwide email – Brian Nath reported an email has been drafted to be sent out regarding this.
9. Office 365 - Student accounts for home use, Email to faculty – A discussion was had regarding student access to Office 365. Brian Nath said it would cause a lot of new issues.
10. Phishing and compromised accounts / Security – Brian Nath reported that there is a compromised account at least once a week, which causes outbound queue to backup. He reported that an outside vendor might be needed to help control this, and that this issue is a #1 priority for the IS department.
11. Server Monitoring – Brian Nath reported that a protocol for this issue is being worked on by the IS department regarding weekend coverage.

12. Data Warehouse/DSS – EMA - Enrollment Management Analysis report being tested, next steps – **Brian Nath reported that Chris Tarman will have training with the Chairs and Coordinators. The report has been moved to Reports/StudentSuccessAnalytics/GCCCD EMA.**

Information Items – Discussed as Requested

Ongoing Projects with Change in Status

1. Staffing IS
 - a. Manager, Technology Programs (Student Services) – Interviews
 - b. Manager, Technology (Security and Systems) – Interviews
 - c. Information Systems Business Analyst – Closed
2. Security Plan – next steps
3. Workday Deployment – New HR, Payroll, Finance system
4. Infrastructure
 - a. Wireless focus for start of Fall term – GC TechMall 2nd floor
 - b. Wireless District Services pilot / testing new equipment
 - c. Ongoing Upgrading networks switches both colleges

Ongoing Projects

1. Remove “.net” support, and enable https on college and district sites
2. Windows XP – Laptops – inventory
3. Curriculum Approval – target RFP for Fall term
4. Course Descriptions on WebAdvisor – reviewing in DCEC
5. DARS (Degree Audit Reporting Systems)