VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE
JUNE 7, 2018
8:30AM➢DAC LAKIN BOARD ROOM

MEETING NOTES

Attendees: Amanuel Gebru, Catherine Bojorquez, David El Fattal, Julius Sokenu, Kimberly Hoffmans, Mike Rose, Michael Shanahan, Oscar Cobian, Silvia Barajas
Guests: Dan McMichael

1. Review Minutes of 04/05/18
   Dan noted a correction to item 3 in the first sentence. Change from 'replacement of equipment' to 'replacement of core equipment'.

2. Update: College Network Upgrades
   Dan McMichael shared that only four buildings at MC remain to have the new infrastructure installed. Progress is being made at OC and VC. The results have been faster speeds and less errors. The project will be completed within a couple of months. The firewalls are scheduled to be replaced by the end of the summer during non-operational hours.

3. Accudemia Software Implementation Status
   Mike shared a document comparing the uses and functionality for Starfish vs Accudemia for student service scheduling and also by department. Any 3SP related functions should use Starfish. Accudemia would be used when cards are needed to be swiped for attendance. Instructors will need to use Starfish for early alerts and in those situations, Starfish would also be used for attendance. The learning centers will be the focus for the initial implementation.

4. Starfish Software Implementation Status
   This has been a more complex project than originally anticipated since GradesFirst is being used in more areas by different departments. Implementation has been progressing slower than hoped. Trainers will be onsite for three days next week. The original plan was to implement Starfish immediately after training, however, Mike shared that it would be problematic. GradesFirst has agreed to extend the support contract on a month to month basis. The group discussed and decided to extend the contract with GradesFirst for one month, through the end of July and re-evaluate if another month is needed.

5. CourseLeaf Software Implementation
   Curricunet is being helpful with the transition to Courseleaf. The District is paying Curricunet to extract the data. The timeline with Courseleaf is problematic. The current contract with Curricunet ends on January 31; the projected implementation date for Courseleaf is Feb. The support with Curricunet can be extended. Mike has

a quote for an extension through April of $7,000.00. Staff have already completed a lot of pre-work and Mike anticipates that the project can be completed in less time than Courseleaf predicts.

6. Updates
   - Banner 9 Implementation
     An upgrade that resolves some issues on the student side is scheduled for the weekend of June 24th. The next phase of the implementation will affect the campus more directly with the student business offices and the student side. Training for the fiscal side was requested; Mike will contact Terry Cobos and Lisa Sorensen who handle finance training.
   - Amazon AWS Datacenter Project Status
     The project is moving forward as time and staff resources permit. VCCCD is working in conjunction with the state who has supplied some free resources. There is a fully live Banner environment in the cloud currently, and the second environment is in progress. We are also collaborating with other colleges. There is no hard date for moving over to the cloud however, October is being discussed as a possible time frame.
   - Email Migration to the Cloud (Office 365)
     The migration should offer greater support, less downtime, and relieve IT staff time. The IT and M&O departments at VC have been migrated. Grant has identified the next group at VC to migrate.
   - Payment Express / Seat Advisor
     There will be two stations per campus. Implementation is scheduled for July with training planned for this summer.
   - OEI / Canvas
     The OEI course exchange was not as well received as the state thought it might be and it has been paused for the summer and possibly the fall semesters. The OEI will continue with all other initiatives as planned.
   - Early Registration
     Early registration is underway. Fees for fall will begin to be accessed soon. Messages are being sent to students indicating that payment for fall will be required soon. The group asked for a list of students who haven't paid for fall and therefore have the potential to be dropped. Mike will request that John Cooney develop a list and send to the group. Mike shared that there has been discussion about a review of the process afterwards and IRAC will work on the statistics and share their findings.
   - Allied Health
     This project hasn't started yet. A meeting has been scheduled later in the month to review. Alexandria Wright has taken on sponsorship of the project.

7. VPN Review – Continued
   At the last meeting, it was agreed that approval could be accomplished via email. Kim has shared the list at her campus. Mike asked Kim to send the current list of names associated with the roles on the list. He will send out a current list for review.

8. Other Business
   - Mike shared that Chrome River Travel and Expense implementation project is tentatively scheduled to begin in September.
   - Mike shared that the Qualtrics project was delayed but is still on the to-do list.

9. Next Meeting
   The next meeting is scheduled for August 2.