ADMINISTRATIVE COMMITTEE OF TECHNOLOGY MEETING
Tuesday, April 21, 2015
3:30pm to 4:30pm
Library 113

Minutes

Members Present: Terry Kleffman, Chair, Diane Brice, Carol Moore, Ernesto Olmos, Kelly Prater, Sara Long, Rita Wilson, and Ellen Patterson as Recording Secretary.

Members Absent: Karen Craghead, Kim Davis, Jason Norman, and Brenda Waren.

Guests and/or Alternates Present: Lee M. Colaw, Joy Connors, Megan Eikner, Janine Goode, Olga Kleffman, and Steven Rossnagel.

I.   **Action Items** - None

II.   **Discussion/Information Items**
    a. **Ellucian Live 2015 update after conference**

Ellucian is really doing a lot of work on CRM, Financial Aid, Student Success, in relation to the Portal and other products. There is a lot of Student Planning and CRM components that will be available in the near future.

AC may be interested in purchasing the Workflow piece, this could push the course section setup to other departments rather than it all being done through the registrar's office. The Setup Application entry piece would be useful in August when other areas might not be as busy. Other areas may be able to help out with this workflow piece and there should be other ways we could use the workflow tool.

Elevate would be more useful after the upgrade is released this summer to allow courses and student information to be sent back to Colleague. Currently our understanding is that the integration is limited and we need a lot more detailed information into Colleague to do state reporting. Until this is fully integrated Elevate functionality would be useful on a limited basis.

One of the biggest current problems is duplicate records, some of the information is only needed temporarily and could be moved from one section to another because it is not needed for long-term If we could keep the temporary information out of Colleague, it would save time and money, not only for the Registrar's office but for Olga's office where refunds would not have to be done.

Student Planning; we have Eadvising and it does work. The last session that was attended by Diane included the payment planning. How can we get students to commit to classes early and pay for them ahead of time? Currently, that is not an option, but it is something we can submit as an option. At time of Registration they can say they would like to sign up for a payment plan, this would allow the student to make payments during the summer and have it paid before they start in the fall. This option is available in Student Planning. The first session that Diane Brice attended was with regards to tracking of veteran students, this could streamline some processes for Kelly Murphy and in the Business Office too.

Travel expenses for attending Ellucian Live 2015 was a very expensive, but well worth the time and money to go, Diane and Ernesto were very grateful that the Grant was able to fund their attendance and participation.

Ernesto Olmos, thought Ellucian Live 2015 was an awesome conference that had 8,000+ participants. Bob Austin wanted Ernesto to attend this meeting to gain more insight regarding Early Alerts. Ernesto wanted to learn more about what other institutions do? How to setup a pilot program? Also, he wanted to learn any information regarding the newest version of Early Alerts.

The Advising Center will be working through Committees that will refer and provide interventions based on prescriptive information and analytics. This will allow them to be proactive in helping the at risk students. One way would be to have color coding of difference categories for these students based on their severity. The students will not know what the codes mean, but staff will so they can be ready to help and keep them from dropping out or failing. If what we have is true about what Student Planning does, we may need to plan for future use of Student Planning. One of the capabilities is to predict future courses and what should be offered in the future so students are completing whether it is with a certificate, degree, or transferring to a University. Student Success is product specific that we do not have, we may not need it, we may use what we already have and just tweak it to help in the future.

One of the suggestions for future attendance of Ellucian Live is if there was a way to exclude signing us for all the Banner Sessions. Some of the attendees ended up in Banner Classes that would not pertain to programs at Amarillo College.

There was an App that allowed the participants to review and prepare schedules before arrival. This also allowed for scanning and tracking of attendance before the meetings to see where everyone was going.

Steven Rossnagel spent his time in the Reporting Sessions, CROA, Business Objects, and Ellucian Perform. Business Objects was discussed in more detail with regards to issues other colleges are having. IE 9 issues have been resolved along with JAVA. Computed columns and how the information can be moved to Business Objects were also discussed along with Analytics functionality for dashboards.

For the first time in four years, Ellucian conference had its act together, it looks like they are coming back. They had strong presentations and are working hard on combining Banner and Colleague programs together. The new architecture is very strong and the products are looking good. Lee met with the Executives for two days before the conference started, about 70% of all the colleges in the United States are running Banner or Colleague. Elevate is very exciting for CE and will take our products to the next stage after upgrades this summer. Student Planning is very highly spoken of and evolving in the world.

Civitas, Blackboard Analytics we have it and it is running, Under Dr. Vess, coming out more and more in the fall, we are purchasing CROA next Tuesday night after approval at the April Board Meeting, Dashboards will be the second part of this section. Steven will activate the dashboards once we have the CROA in place..
Currently there is a lot of confusion about where are we going in the future with all the programs such as College Scheduler, Civitas, Black Board Analytics. Amarillo College has long term contracts with all these companies, we can see what these tools can do and decide what product is the winner? We will also decide which one should we keep? Which one should we stop using? In about 2 years from now, we will decide which ones are worth keeping for our needs.

Colleague and Blackboard systems will start morphing and we will see how this comes out.
We need to talk about that Colleague Data is the core. Where are the students at? We want to do things we have never done before exciting times are coming.

We talked about sponsoring the Regional User Group, was not an accident that it was cancelled in San Antonio, please pass out the flyers, Amarillo College will host the Regional Users Group, October 7-9, 2015. The person coordinating the activities and events is Olga Kleffman. We are all going to participate.

Registration for the SRCUG 2015 is Free, first off we are bringing the event back to a college. We are coming to the campus to meet with different offices such as Registrar, Finance, Advising, Financial Aid there will be lot of classes and everything going on at once.

A week of training on Colleague for the User Groups, is being funded by Ellucian for 8 hours a day for two days, there will be three or four separate classes before the conference starts. Each class will hold up to 15 people, so AC employees will get half the seats. We want everyone to see AC as a leader in collaboration. What training subjects besides Comm Management are of interest to Amarillo College? Wednesday, afternoon and evening will be used for check-in and arrivals. There will be a lot of free food, drawings, and a big lunch with Black Board out on the lawn. After 4:30pm the participants will break off and have an social at the Museum of Art. Public institutions have events that they can host. 6:30pm the participants will be shuttled to various restaurants in town, some Big Texan, Macaroni Grill, Salt Grass, different places, all provided free of charge by Amarillo local advertising and event sponsors. The hotels will be discounted for participants. We are in the final negotiations of having the Big Texan shuttle people from airport to the hotels in their limousines. The events seems to be getting some attention, most of the Oklahoma schools are planning on attending. SRCUG will be held somewhere else next year. The main reason we are wanting to host here is to get training from Ellucian for our staff. After a week of Ellucian, at the end we will be tired of it. We wanted you to know about it and know what is going on. We already have permission to hang a banner on the bridge for the first time in several years.

This Thursday the Ellucian Executive Board will be coming to Amarillo College to meet with the President's Cabinet to talk about Action Planning for the next five years with AC.

An Elevate demo that will benefit CE will be held in the Library from 2-4pm for anybody that wants to attend. This demo should be standing room only, if you want to see new products and what they are doing, should be over right on schedule. This demo will be worth seeing, will show some exciting technology.

One of the vendors will be demonstrating the use of 3d models and Ellucian programming.
The foundation will be to take Ellucian code and show how by sitting here on computers and they will build 3D models, put batteries, electronics, and then they will fly them with the Ellucian code and programming, this demo will be done at 1st floor of Byrd Hall, so all the academics can see them.

Ellucian is allowing Black Board to attend this meeting, there will be a joint presentation on how they both will benefit from being here at AC. This is a new thing and we hope it goes well. Currently Black Board, Ellucian and Grade passing is working like it should. We had a year of problems, everything looks right. Janine did stellar work. We have one other tool, Black Board Analytics Report that we are just now working on that allows us to check BB to view grades and make sure they are correct, we have a couple of weeks to work on it and make sure it is working correctly.

Kelly Prater was asking when the Gainful Employment component will be ready to use. June is cutting it pretty thin. Gainful employment we have five years of reporting to give, when it was discussed at Ellucian Live it was stated this falls under the regulatory reporting group of Ellucian.

Ellucian Live Conference 2016 will be held April 10-14, 2016 in Denver, Colorado, maybe we could all go together on a bus or ride together so that more people can attend. It is important that someone from every area goes to this event. The few attendees we have had can't begin to cover every session.

There were over 900 sessions at this conference, Steve Wozniak with Apple, attended and there was an open dialogue. They have just hired the head of Educause to be on the Ellucian board. The Ellucian CEO is getting ready to go there and they are trying to hire the right people at the top. If we go to Denver it might be a little bit less expensive for travel expenses. Recommendations for a budget $2,500 per department for this annual conference. Financial Aid has to go, Kelly and Joy and CE will be important for this department to attend too. Grants were able to fund travel expenses for a two people to attend this year, maybe they will do it again, Terry ask for the Grant funds for Diane and Ernesto to go. Ernesto was able to receive a discounted rate on his registration. The Ellucian Live Conference was very beneficial, lot of meetings in the Finance Area, lot of CFO's were there. Many times an ERP change has more to do with the financials than anything else. Ellucian Live there was good meetings, payment plan processing with Student Planning, etc. We would like to buy some of their products when they are here on Thursday. Plan it out and we will discuss at the next ACT meeting.

Any particular topics for SRCUG in October 2015?

    III.   **New Business Items** – None

    IV.   **Updates and Announcements (All)**

Next Meetings
Monday, May 4, 2015 WSC, LIB 113 from 10:30am to 11:30am
Monday, June 8, 2015 WSC, LIB 113 from 10:30am to 11:30am
Monday, July 6, 2015, WSC, LIB 113 from 10:30am to 11:30am
Monday, August 3, 2015, WSC, LIB 113 from 10:30am to 11:30am
Tuesday, September 8, 2015, WSC, LIB 113 from 10:30am to 11:30am
Monday, October 5, 2015, WSC, LIB 113 from 10:30am to 11:30am
Monday, November 2, 2015, WSC, LIB 113 from 10:30am to 11:30am
Monday, December 7, 2015, WSC, LIB 113 from 10:30am to 11:30am

Members:
1. Terry Kleffman – Chair
2. Diane Brice – alternate Tina Babb
3. Karen Craghead – alternate Kay Campbell
4. Kim Davis
5. Sharon Doggett
6. Sara Long – alternate Olga Kleffman
7. Kelly Prater - alternate Joy Connors
8. Carol Moore
9. Jason Norman – alternate Ernesto Olmos
10. Human Resources Department – Vacant until position of management has been filled.
11. Rita Wilson
12. Ellen Patterson, Recording Secretary