ADMINISTRATIVE COMMITTEE OF TECHNOLOGY MEETING
Monday, July 1, 2019
10:30-11:30 am
Byrd 103
Minutes

Members Present: Terry Kleffman, Chairman, Diane Brice, Mia Forrester, Shane Hepler, Jarrod Madden, Kelly Steelman, and Ellen Patterson as Recording Secretary.

Guests and Alternate Members Present: Maria Juarez and Tiffany Oneal.

Members Absent: Tiffany Crosley, Ina Fiel, Toni Gray, Olga Kleffman, Ernesto Olmos,

I.   **Action Items**
   a. Approval of the Minutes from June 3, 2019 Meeting. A motion was made by Diane Brice and seconded Jarrod Madden with suggested changes be made to the Minutes as presented.

II.   **Discussion/Information Items**
   a. **Colleague Updates – Pending Installation in Live**

Software Update	Software Title
SU020787	Touchnet 2019 Q2 Release – Colleague Connect 2 7.6.0.0.2
SU020751	Q2 2019 Colleague DataOrchestrator Release
SU020744	FA~Link 2019 Q2 Update
SU020743	Colleague Update in Support of UI 5.10
SU020725	Update to DRUS for password rejection
SU020697	Envision update in support of UI 5.10
SU020621	2019 Q2 Student IPEDS Quality Update
SU020593	Update to Data Migration processes
SU020557	2019 Q2 Sevis Update
SU020556	2019 Q2 Gainful Employment Quality Update
SU020554	2019 S2 NSC Update
SU020553	2019 Q2 California MIS Quality
SU020549	2019 Update to Envision Runtime (4)
SU020524	Colleague AR/CR 2019-2 Update
SU020484	Envision update in support of Colleague Web API 1.24
SU020394	Colleague Finance Quality Release
SU020258	2020/2021 FAFSA Processing Update
SU020250	Colleague Student and Core Quality Release 2019-2
SU020248	Colleague Update in Support of Colleague Web API 1.24

	SU020209	Update to Electronic File Transfer (ELF)
	SU020733	HR Payroll Update for Overtime
	SU020644	HR Direct Deposits Update
	SU020571	HR W2 Corrections processing
	SU019149	HR Direct Deposits Update

All of the updated listed above have been put into the Test Account except for the Touchnet 2019 Q2 Release.

- Gainful Employment has rescinded all their requests today.
- PDFS of the release update notes are available under Colleague Updates as of June 27, 2019 on the P: drive.
- We loaded the Texas State Reporting update for the Export on the different ethnics and races, on Monday or Tuesday of last week.
- API update has a lot of changes in it.

Friday, July 19, 2019 or July 26, 2019 is the next scheduled date for Preventative Maintenance depending on Networking Staff's schedule 12:30pm. Preventative Maintenance will go back to starting at 5:30pm in updates after July.

Usually we do not do updates in August unless there is something that needs to be fixed because of all the school starting deadlines for payments and classes.

    b. **Projects**

    College Migration from Unidata to SQL

- The biggest things are the Colleague Migration and we start our engagement with Ellucian in August.
- Then we will get their project manager involved, they do migrations for a living and that will kick off soon.
- This conversion will be pretty extensive and a long process to complete.

    CRM

- 1st phase of CRM inquiry to enrollment
- We are in the process of defining the retention part of it
- Lab and Tutoring centers still need to be rolled out, Science Lab, Writers Lab and Dumas, Labs, Student Center, ARC, Financial Aid, Jordan has some people that provide services at West Campus too.
- Anywhere that there are services for students will be tracked this way with GOTrac.

    WARE Basement

- Basement hopefully we start putting out stuff in the end of this month and ready to open before end of August.

    Moving Microsoft Exchange Outlook to 2016

- Exchange moving servers, your phones will quit working the day after email has been moved.
- ACEmail16 is the new server to access the email, different people will have different issues depending on the mobile device and they can usually be fixed the next day.

- iPhones most of the changes will be updated and on the Androids you have to remove the email account and then add it back so it will work again on their phones.
- Hopefully in about 2 or 3 weeks we will be completely done with the migration over to Outlook 2016. You may have a message on your screen that you need to log in again.

Digital Signs
- Digital signs, one at East Campus that we need to replace.
- The Amarillo Foundation the ones running in the Advising area.
- Tommy DeJesus will work with the different departments.
- The commercial and information will alternate every time.
- Every location will have their own content with commercials too.
- Some locations stays on the screen for a longer amount of time so the students have time to read before it changes to commercials.
- Just finished updated Par Test and Par Score.

Bond Projects
- The Air Conditioning and parking lots will be updated but will not involve displacements yet.
- They still have to figure out the priorities for the Bond updates in different areas.

SoftDocs Installations
- Purchasing is in the process of going on SoftDocs, migration for Business Office, next phases of what we can do with the program.
- Now we are just at the phase of putting the stuff in and setting up the departments so they can have access.

Touchnet
- Touchnet is now working for Foundation and CE just changed where the authorization is happening. It was Monday or Tuesday of last week.
- It is no longer going through PayPal. June 17th, about two weeks.
- Everything was working but one piece and it took them a few weeks to fix the issue.
- It will help for resolving issues with PayPal for CE Registrations.

Changes regarding location for GPA on Evaluations
- GPA is correct at the top of the degree audit.
- There is a different GPA calculated that feeds into the process determining if the student has completed different portions of the degree. This GPA needs to be corrected.

III.   **New Business Items** – None

IV.   **Updates and Announcements (All)** – None

Next Meetings
Monday, August 5, 2019, WSC, BYRD 103 Conference Room 10:30am to 11:30am
Monday, September 9, 2019, WSC, BYRD 103 Conference Room 10:30am to 11:30am
Monday, October 7, 2019, WSC, BYRD 103 Conference Room 10:30am to 11:30am
Monday, November 4, 2019, WSC, BYRD 103 Conference Room 10:30am to 11:30am

<u>Members:</u>

1. Terry Kleffman – Chair
2. Diane Brice – alternate Maria Juarez
3. Tiffani Crosley
4. Mia Forrester
5. Toni Gray – alternate Tiffany Oneal
6. Shane Hepler
7. Olga Kleffman
8. Jarrod Madden
9. Ernesto Olmos
10. Kelly Steelman – alternate Gail Hutson
11. Ina Fiel
12. Ellen Patterson, Recording Secretary