Information Technology Coordination
Monday, October 5th, 2020
On-Line Meeting
Notes

Members Present: Terry Kleffman, Chairman, Tiffani Crosley, Mia Forrester, Shane Hepler, Tim Hicks, Cheryl Jones, Maria Juarez, Olga Kleffman, Kelly Stellman, and Ellen Patterson as Recording Secretary.

Guests and Alternates Present: Tiffany Oneal and Cindy Lanham

Members Absent: Toni Gray, Jarrod Madden, Ernesto Olmos, and Kristin McDonald-Willey.

I.   **Action Items**
    a. Approval of the discussion notes from September 1st, 2020 Meeting. A motion was made by Kelly Steelman and seconded by Olga Kleffman to approve the notes as presented.

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

Software_ID	Software_Description
SU021833	Update for ETHOS Integration
SU021907	Update for Colleague SDK for .Net
SU021535	FA-Link / Trim Data Update
SU021618	Colleague Web API 1.29
SU021954	SEVIS Update
SU021619	Updates to support Web API and Self Service
SU021821	California State Reporting
SU021957	California ST State Reporting
SU021682	HR Quality Release
SU021889	DMI Update
SU020698	CRM Recruit Integration
SU021621	AR/CR Update 2020 Q3 - Archiving
SU021616	UI 5.15 Update
SU021774	AR 1098T Processing for 2020
SU022022	Touchnet Colleague Connect 2.7.10
SU021987	Ui 5.15 Update
SU021819	Student – IPEDS
SU021823	California HR State Reporting
SU021581	Student and Core Q3 Release
SU021813	Update to Envision Runtime
SU021886	Envision Update to Support API 1.29

	SU021923	Envision Update to Support UI 5.15
	SU021792	FA-Link/Trim Data Update
	SU021617	Self-Service 2.29
	SU022002	SA Valet 2.16.1
	SU022007	HR – Regulatory FICA update
	SU022014	CORE General Certificate Release
	SU021883	Student IPEDS
	SU021861	Finance Update to LBRT / REET checks

Rather lengthy list of updates, Ellucian is mostly doing quarterly updates all at once.

- Updates listed above are pending installation in the live account, all have been installed in another location so that all members can go in and look at them.
- All updates listed above are available on the Google drive and also in the P Drive; Datatel; ITC Meeting folder
- Some of the updates listed above are requiring us to update backend of the servers and those should be ready by the end of next week.
- Student Self Service side we will be transition a lot of Web Advisor processes to the self-service user forms, entering requisitions will be available for setup in Self Service after this update. So there may be changes on how people access their data in the near future.
- 21-22 FAFSA was released on October 1st, 2020. Kelly Steelman asked if Terry had any idea of when they will be updated so they can be included in these files? Part of what they were releasing.
- FAFSA is not in the list of updates above.
- After the server is upgraded and we get the new install maybe there will be less problems taking payments. The fix is forcing us to replace the server with a new one for what it runs on. The bug that is described looks like what (Olga and Maria) are possibly seeing.
- FA Trim Data updates two different ones, one is a minor update and the other one is substantial and requires us to turn on one of the prior updates, so we can get it to be current for the parameters we are using, We will need to contact Trim Data to make sure if we still need our current customizations.

    b. **Projects Update**
    - **SQL Migration**
        -We are importing the computed columns and rules that allow Registration and areas to work.
        -Ellucian will take the items we installed and they will copy and install them on a baseline and then they will set up another account that you will all be given access to so you can log in and make sure Payroll, Billing, Registration and other departments can make sure that we did not leave anything behind to make sure it all ties in.
        -ITS is going to pretty much freeze Colleague and no more customization, IT will keep doing updates, but will not add any new screens or customizations because it will not be able to be kept up.
        -IT is going to lock it down so Test Migration can be done,
        -Monthly updates will still be done and if anything is broke IT staff will still fix them too. But just nothing new until after it is all done.
    - **Other Updates**

- IT Staff are working with Cheryl and are writing an evaluation interface, Human Resources will have their own Evaluation system, IT will evolve it overtime, change it and fix it as is needed it so AC will not have to have a third party fix or update and wait on the vendor.
- Access to WebAdvisor will be going away soon as we transition to using self-service forms.
- Bond Projects in motion – Innovation Outpost, SSC and Russell Hall designs, have not progressed very far yet.
- Still working on two different radius projects, Enrollment and CRU.
- IT staff has also been doing one offs with the CRM Radius to focus on getting people to enroll for Fall 2 classes
- ITS Staff are also working on the Cares Act Version 2
- Kelly Steelman in Financial is well aware of how much money has been given to students to date.
- Changes are being made for the Part 2 part of the Cares Act that will be a more automated process that will go straight from assessment to awarding the funds. Tommy DeJesus is working on that.
- Disability Services Application and Earn and Learn Application so that people can sign up online as of Friday we already had 5 or 6 people that had signed up and we are making adjustments today so it will be easier for applicants.
- Everbridge with Police Department data feeds, that will take the place of Emergency Alerts, it will be for other things too like severe weather, active shooter, etc.

- **Decide Next Maintenance Dates – two different ones**
- One will be the normal one on **October 23, 2020** and then doing all of these Colleague updates on **October 30, 2020**
- ITS Staff did not want to wait until November 6th because Spring Registration will begin on November 9th.
- Payment plans are due at the end of October on 31st.
- Maintenance will only be done for a few hours on Friday, October 30, 2020, most people will not even notice we are down.
- Friday, October 23, 2020 only email and Colleague will be down during maintenance.

III. **New Business Items** – None

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

Next Meetings
Monday, November 2, 2020, On-Line 10:30am to 11:30am
Tuesday, December 1, 2020, On-Line 10:30am to 11:30am
January 2021 – No Meeting (due to Christmas Break Holiday)

Members:
1. Terry Kleffman – Chair
2. Kristin McDonald-Willey – alternate Tiffany Oneal
3. Tiffani Crosley
4. Mia Forrester
5. Toni Gray

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6. Shane Hepler
7. Cheryl Jones – alternate Cindy Lanham
8. Maria Juarez
9. Olga Kleffman
10. Jarrod Madden
11. Ernesto Olmos
12. Kelly Steelman – alternate Gail Hutson
13. Ellen Patterson, Recording Secretary