

## IT Overview

January 2018

Dale Vickers, Chief Technology Officer

### New Year, New Systems!

- O365
  - O365 Project information at <http://www.mtsac.edu/it/o365>
  - More than 25 training classes scheduled in POD during January.
  - Outlook mail file including Inbox and folders has a 50GB limit. This limit does not apply to archive.
  - Important Conversion Parameters
    - All email will migrate to Outlook and appear as an archive, except those that are larger than 150MB (includes message and attachments). Instructions on how to determine if you have emails greater than 150MB are on the O365 webpage FAQ.
    - All calendar entries created between January 2017 and January 2019 will migrate. Note: IF a repeating calendar entry was created before January 2017, the future entries will not migrate.
    - All contacts will migrate – but watch for email directions from Monica Cantu-Chan
    - Conversion is the weekend of January 26. Monday, January 29 starts Outlook as the email and calendar application.
    - Email and calendar will be available in Lotus Notes application for about one year after migration but no sending/receiving of email via Lotus Notes.
- Banner 9
  - Production hardware installed and environment is being configured.
  - Go Live for Student module is summer 2018. Go Live for FA/Fiscal Services modules will be Sept/Oct 2018.
  - Ellucian ending maintenance/support for Banner 8 effective December 2018.
  - Training sessions coordinated with POD.
  - Banner 9 Project information at <http://www.mtsac.edu/it/banner9>
- BoardDocs
  - Live as of December 2017.
  - Installed multiple redundant wireless and wired networks in Founders Hall to support mobile devices.
- IT at Faculty FlexDay – February 23, 2018
  - Demonstration: Multiple Measures Survey System Prototype by Beverly Heasley
  - Training: O365 – Email and Calendar by Monica Cantu-Chan
  - Training: Phishing, Fake Apps, Malware, and You by Chris Schroeder
  - Training: Online Course Evaluation Process by Chuong Tran
  - Training: Making Faculty Webpages Accessible. It is the Law! by Eric Turner
  - Help: IT / O365 Help Table at the lunch location

## **Academic Technology Security & Infrastructure**

**January 2018**

Ron Bean, Director Academic Technology

Chris Schroeder, Director Infrastructure & Data Security

### **Construction**

- Business Technology Center
  - All phones are installed
  - Divisional staff are occupying their offices and the computers, printers, network, and phones are installed and configured.
  - Building 78, (B Building) has most of the classroom equipment installed. The network is cabled and certified. Imaging of computer systems has started.
  - Building 77, (the A Building) has the classroom equipment installed. The network has been cabled and certified.
  - Building 79, (the C Building) has the classroom equipment installed. The network cabling is currently being finished.

### **New Resource Allocation Funds**

- Instruction / Student Services Servers
  - Purchased four new servers to allow better access to data files used in the classroom and labs in Music, Humanities, the Writing Center, and the Library Learning Lab.
  - Developing specifications for an additional Text Server to allow for additional texting capacity, increasing our communication capabilities to students.

### **Equipment Upgrades**

- Instruction
  - Awaiting arrival of 199 computers. These computers replace classroom equipment that are up to 7 years old. Updating 41 classrooms across five Divisions.
- Campus-wide
  - Staff and faculty are encouraged to contact Ron Bean ([rbean@mtsac.edu](mailto:rbean@mtsac.edu)) if their computer system is over five years old and they would like an upgrade.

### **Partner Projects**

- OEI Project
  - Mt. SAC plans to offer courses through the Exchange in Spring 2018.
  - Technology Center has finished their 'internal' testing. This tested a variety of student scenarios regarding eligibility requirements.
  - User Acceptance Testing starts the week of January 16. This will be the end-to-end testing to check all components, registration, payment, etc.
- Cranium Café
  - Cranium Café is ready for release. The process is in place for a student to schedule the appointment with a counselor, receive confirmation and reminder emails about the appointment, and finally connect electronically with a counselor.
  - Appointment scheduling provided by integrating SARS Anywhere and Cranium Café.

**Microsoft Azure/Office 365**

- Enabled and reviewed Security and Compliance settings (logging, data loss prevention, data governance, and threat management).

**Information Security Outreach**

- Presented at November Management Staff meeting.
- Presenting at Spring FlexDay.

**CENIC Internet Bandwidth Upgrade**

- Installation of new 10GB circuit postponed by Spectrum until February 22, 2018, citing need for extensive fiber and equipment buildout.
- Info on CENIC monitoring site shows new circuit information at <https://cricket.cenic.org/grapher.cgi?target=%2Futilization%2Fcommunity-colleges>
- Qualified for \$50,000 rebate from Chancellor's Office and submitted paperwork to claim the rebate. Awaiting monetary award from the Chancellor's Office.

## **Enterprise Application Systems**

### **IT Project Management**

#### **January 2018**

Antonio Bangloy, Director Enterprise Application Systems

Monica Cantu-Chan, Director IT Projects

Chuong Tran, Interim Asst. Director Application Support and Development

Eric Turner, Asst. Director Web and Portal Services

### **Professional Development**

- Training Events
  - CA Community College Banner Group (3CBG): March 18-21, 2018 in Ontario, CA
  - Ellucian Live: April 8-11, 2018 in San Diego, CA

### **Web and Portal**

- Website Accessibility
  - Must comply by January 2018
  - Installed Site Improve tool to analyze accessibility of website and fix problems.
  - Campus event scheduled January 25 to provide training on how to create accessible PDFs.
- Corner Marquee Graphics
  - Developed the first dozen announcements that are cycling through the new marquee.
  - Designed and configured multiple templates to display announcements and advertising on the marquee.
  - The IT Department will temporarily administer the marquee display. IT is documenting the process and will train Marketing representatives when the process is fine-tuned.

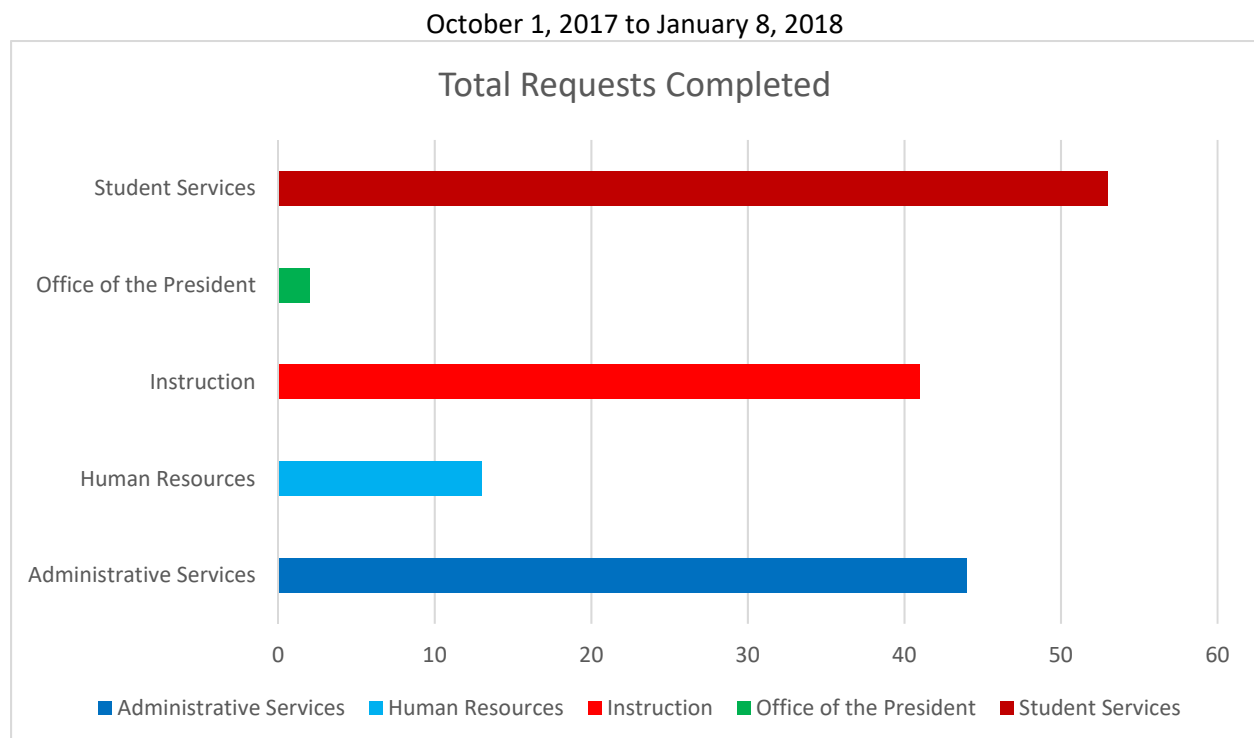
### **Applications Development & Support**

- Investigated and fixed the issues with incorrect contact hours due to incorrect class scheduling and reran 320 report for re-submissions to the Chancellors' Office.
  - Benefits: More accurate FTE calculations; prevent revenue losses, and avoid future audits.
- Implemented CalPers payments by EFT/ACH
  - Benefits: this newly implemented payment method will enable the district to comply with the Government Code section 22899, and to make payments in a timely manner to avoid large penalty (approximately \$120,000 for each late payment for the district). Additionally, this payment method also saves the college approximately \$420 per year in mailing costs.
- Created a report that shows students' progress toward completion of a certificate offered by Business Division.
  - Benefits: Purpose of this project is to increase the number of certificates awarded in CTE programs within the Business Division. This report can be expanded for use in other divisions.

- In partnership with the Research department, created a report that shows the number of students whose residences are "in-district", are enrolled for FALL 2017 in 12 units or more, are not BOGW eligible/receive BOGW, are not receiving PELL, and are not on academic or progress probation. Calculate the frequency distributions based on city of residence, age, ethnicity, gender, income level, high school
  - Benefits: to provide senior management information needed to address the College's involvement in College Promise.
- Worked with Human Resources and Research Department to send out Health Insurance Benefit surveys by emails to eligible Mt. SAC employees.
  - Benefits: collect employees' responses regarding Health Insurance Benefits for analysis and decision making in this area.

### Enterprise Application Systems Roadmap

- January 2018 – Ellucian Mobile App
- February 2018 – Ellucian Ethos Identity
- July 2018 – Banner 9



October 1, 2017 to January 8, 2018

