

To: The State Board for Community Colleges and Occupational Education

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Redefine our value proposition

Ongoing Enterprise system performance for the last 60 days (exclusive of planned maintenance):

Banner uptime is 100%
VoIP uptime is 100%
WAN connectivity system-wide was 100%
Portal uptime was 100%
Exchange uptime was 100%
D2L uptime was 100%

Transform the student experience

CCOnline Enrollment

Spring 2017

Spring 2017 registration opened November 1, 2016. 15-week classes start January 23, 2017. Spring 2017 numbers are as of January 19, 2017. Spring 2016 numbers are as of January 21, 2016.

2017 Spring total enrollments – 20,663
2016 Spring total enrollments – 19,457
Up 6.20% compared to previous year

2017 Spring Unduplicated Headcount – 13,170
2016 Spring Unduplicated Headcount – 12,302
Up 7.06% compared to previous year at this time

2017 Spring FTE – 2,336.19
2016 Spring FTE – 2,184.96
Up 6.92% compared to previous year at this time

2017 Spring estimated number of sections – 975
2016 Spring number of sections – 913
Up 6.79% compared to previous year at this time

Fall 2016

Fall 2016 registration opened April 1, 2016. 15-week classes started August 29, 2016. Fall 2016 numbers are as of January 18, 2017, 2016. Fall 2015 numbers are as of January 20, 2016.

2016 Fall total enrollments – 20,090
2015 Fall total enrollments – 19,042
Up 5.50% compared to previous year

2016 Fall Unduplicated Headcount – 12,715
2015 Fall Unduplicated Headcount – 12,184
Up 4.36% compared to previous year at this time

2016 Fall FTE – 2,243.93
2015 Fall FTE – 2,113.15
Up 6.19% compared to previous year at this time

2016 Fall number of sections – 1,002
2015 Fall number of sections – 924
Up 8.44% compared to previous year at this time

Accessibility

The CCCS Accessibility Plan asks that each CCCS department review any web content created by that department for accessibility (WCAG 2.0 compliant) on a yearly basis. CCCS-IT has completed that review and identified several web applications that need to be updated. The following web applications will be updated by end of 2016 to be accessible:

- CCNS (SSB web page) – ready for user testing
- FLAC II (Web Application) – ready for user testing
- Learning Resource Center (SSB web page)
- McCann (Web application used by Testing Center staff)
- Office 365 Login (Web Application)
- SSN Validation (Web Application)
- Student Schedule (Web application used in the portal by students to view their class schedule)

CCCS-IT has started updating web applications for accessibility. The SSN Validation form has been updated, user tested and updated form is in production. The CCNS has been updated and is waiting user testing.

Active Directory

All schools have completed the migration of user accounts to S#’s. Several colleges indicate that they are still working with college HR departments to complete an account cleanup for accounts that have not been used in over 3 months. CCCS-IT will begin managing all security patches on the Active Directory domain controllers starting

February 1 as part of the AD consolidation project begins to get kicked off in planning stages.

Admissions Promise

CCCS-IT has completed the set up needed for Colorado Technical University, Metropolitan State University and Colorado Mesa University. We are working with MSU, and CTU to get the SFTP connections set up. Once the connections have been completed, we will send out to the schools for testing. We have completed the Colorado Mesa SFTP connection and will send out a test plan. Completion of this effort will allow CMU to start recruiting CCCS students.

Affordable Care Act Reporting

The Affordable Care Act was passed by Congress and then signed into law by the President on March 23, 2010. On June 28, 2012 the Supreme Court rendered a final decision to uphold the health care law.

Benefits must be made available to applicable employees whose workload hours exceed the threshold identified in the Health Care Reform bill. Specifications for the design of a process for tracking instructional and non-instructional workload across the system were developed in previous years. The BI Team developed reports based on these specifications. The Affordable Care Act (ACA) Instructional and Human Resources reports were live in Production as of April 9, 2015.

Work is now complete to produce the 2016 IRS 1094C and 1095C forms, which are information reporting requirements under section 6056 of the Internal Revenue Code.

- IRS 1094C is the Transmittal of Employer-Provided Health Insurance Offer and Coverage Information Returns.
- IRS 1095C is the Employer-Provided Health Insurance Offer and Coverage form.

Banner Document Management Purge

In order to maintain compliance with state regulations on document retention, CCCS-IT is actively involved in a project which will by its completion develop a standard process for the removal of documents which meet state retention guidelines.

Preliminary testing is currently underway with the assistance of CCA and RRCC. CCA is assisting with Student while RRCC is assisting with Financial Aid. Once preliminary testing is complete we will proceed with a more in-depth testing with more colleges with Financial Aid BDM applications. Student is undergoing a review of their retention requirements. Once this is complete we will modify our existing Banner job to include these changes.

Banner Upgrades – Project Prerequisites

CCCS-IT is planning for the installation of a number of Banner patches and upgrades to support upcoming projects. These upgrades and patches include the following: Banner Finance, General Student, Workflow and Banner Recruit Integration Manager.

These patches must be installed in order to support the following projects:

- Course to program of study
- SAT test score changes
- Recruit upgrades
- Finance and HR/Payroll Banner XE implementations (initial planning is underway)

CCCS-IT is planning to promote these upgrades into Production on Sunday, March 19th.

Banner XE/Banner 9

The Banner XE Student API has been deployed to production to support registration via the Mobile Application. In addition, some Student components have been deployed to DEVL, USRE and PROD to support the Course to Program of Study functionality when it is implemented. Installation of additional Banner Database Upgrades have begun which will allow for the deployment of additional Banner XE applications including the Student Advising Profile, Employee Profile, Human Resources, and Finance. CCCS-IT is also working with Ellucian to insure the updated API is functioning with the mobile application.

BBA Bookstore-TSJC

CCCS-IT has created a new job sub to send a Course Listing file to the BBA Bookstore for TSJC. The job sub has been tested in our test instances and is working as designed. The job sub will be promoted to PROD in late January. CCCS-IT's work on the project is substantially complete. The project will not be included in future updates.

Business Intelligence Data Warehouse

Operational Data Store (ODS) 8.5 – DegreeWorks reporting. The delivered process to purge DegreeWorks data from DegreeWorks was found to be unsuitable for use in a MEP environment. The vendor is addressing the issue. As a result this is on hold until a purge process that works in a MEP environment is provided. In spite of earlier promises from the vendor a working purge process is not yet available. We have a resource booked to work on this in the upcoming weeks.

Work has been completed on the redesign for the Recruiting and Admissions Performance (RAP) product. The vendor is testing the final packaged code and will provide it to us when that testing is successfully completed.

Oracle Streams, which has been used to replicate Banner data to the Operational Data Store, has been deprecated in the latest versions of the database software that we use. In order to allow real-time reporting to continue to be available in ODS, we have elected to use Oracle GoldenGate. Initial installation in our development environment is complete. We are on-track to have implementation in production by end of February.

Calendar Year End Reporting required by the IRS

CCCS-IT is currently working with functional departments and Ellucian to facilitate year end reporting to recipients and the IRS. Included in this effort are the following forms:

- Form 1099, Miscellaneous Income, to payees with reporting to the IRS
- Form 1098-T, Tuition Statement, to students with reporting to the IRS
- Form W-2, Wage and Tax Statement, to employees with reporting to the IRS; Complete – 15,437 forms.
- Form 1095-C, Employer-Provided Health Insurance Offer and Coverage, to employees with reporting to the IRS; Complete – 4,869 forms

CCOnline Quality Matters

Eight CCCOnline courses have been formally recognized by Quality Matters: [COM115](#), [COM125](#), [ECO201](#), [ECO202](#), [HUM115](#), [HPR178](#), [HIS102](#), and [MAT121](#).

Citrix

The Citrix remote access and virtual application system that is currently being utilized by System office staff and TSJC faculty and staff will be receiving a major upgrade. We will be moving to the latest version of the product. This upgrade will allow us to take advantage of performance improvements, and new features that will make the system even easier to use, especially on mobile devices. It will also introduce the ability to access resources without the need to install a client, making the system truly any device compatible.

The installation of the Netscaler gateway, to make the system available externally has been delayed due to licensing issues. We are working with the vendor to resolve them, and hope to be moving forward by the end of January.

We are still preparing the virtual applications to be installed and published onto the system.

We are also working on preparing the security structure, and have started testing tools for the Help Desks to be able to troubleshoot and resolve issues.

We will also be testing Microsoft's User Experience Virtualization for personalization management at FRCC and TSJC. If successful, we will begin working with each of the schools to create a production deployment plan.

During this upgrade, the current Citrix system will remain in production and unchanged.

Classroom Scheduling Software

CCCS signed a master contract with Ad Astra to provide colleges with Astra Schedule (classroom scheduling software) and Platinum Analytics (Space and class utilization tool). Schools may purchase one or both options. As of July the Ad Astra is offering services to the following schools.

- The Astra Schedule service is live in production with CCA, FRCC, PPCC, and RRCC.
- The Platinum Analytics service is live in production for PPCC.
- Platinum Analytics is in the process of being implemented at ACC and RRCC.

Clearinghouse Reporting by the Colleges

A project request to allow the colleges to submit their Clearinghouse reports directly, rather than going through CCCS-IT, was approved by VP IT Governance on 11/16/2016. A revised business process guide will be written to include new processes that will need to be developed to support the colleges with secure file transmission and management. The Clearinghouse has been contacted to set up individual accounts for each college. Once the entire process has been developed and documented, Registrars and Financial Aid Directors will be contacted with information regarding an onsite work session which will be scheduled for the colleges to learn details about the process.

Clearinghouse Upgrade and Process Improvement

System Liaisons for Student and Financial Aid have reviewed the current process and worked with CCCS-IT to modify the process to meet the current Federal Reporting Regulations. The System Liaisons and IT held a joint training on May 2nd for the staff who submit the Clearinghouse Enrollment file. Financial Aid Directors and Registrars also attended. CCCS-IT has been working with the System Liaisons to make sure that enrollment reporting is completed with accuracy. CCCS-IT has completed the modification of 3 jobs within the process and moved them to PROD on July 28th. These modified jobs were available for the final Summer file submissions. Modifications were requested to change a few more areas in the process. These changes are out for final testing by the colleges. We are anticipating these changes to be completed and tested within the next week and then moved to Production. All changes have been tested and moved to Production. This will complete the process improvements. A report is being developed that will help the colleges validate the data to be sent to the Clearinghouse.

Cognos Upgrade

The Cognos 11 upgrade is on track. Testing is progressing. An issue with the new visualization tools is being investigated with support from the vendor.

New training has been developed and will be provided to users just prior to the cutover to the new Cognos 11 version in production.

Course to Program of Study - CPOS

Enrollment calculations for Federal Title IV Funds may only include courses that count toward the student's degree or certificate. Banner has delivered this functionality as part of Financial Aid Release 8.24.2 and Student Release 8.9. The CPOS module uses the student's program from DegreeWorks and identifies courses that are part of the student's enrollment and therefore eligible for Title IV aid. Since the original release, numerous code patches have been released by Ellucian to resolve defects in functionality.

The Student Release 8.10.3 and 5 other Student CPOS patches have been installed into the DEVL test instance on 1/6/17 and cursory review has begun. Ellucian has reported a defect that will prevent large student populations from processing accurately. Their recommended workaround is to segment students via population selections and process in smaller batches.

A two day work session is scheduled for 1/24 & 1/25 with the Financial Aid and Student liaisons to review the set up forms, processing jobs and detailed student course examples.

DegreeWorks is the foundation system on which the CPOS functionality is built. The schools must have their degree programs up-to-date in DegreeWorks or CPOS will not function properly. In order to insure thorough and accurate testing and implementation, CCCS will engage Ellucian to complete an organizational readiness assessment for the two pilot schools – ACC & LCC.

Cyber Security

Firewall Review

Each college has configurations set up to allow access into certain applications on the network such as Websites. CCCS-IT security is conducting a review with the college IT directors to ensure that rules are properly vetted and old or improper rules are deleted. This prevents unnecessary access to applications and makes certain that resources are as secure as possible.

As of 01-20-17

- ACC: Review conducted, awaiting follow-up from college.
- CCA: Review conducted, awaiting follow-up from college.
- CCCS: Awaiting the completion of the other colleges before this can be completed.
- CCD: Complete.
- CNCC: Review conducted, awaiting follow-up from college.
- FRCC: Complete.
- LCC: Complete.
- MCC: Complete.
- NJC: Complete.
- OJC: Review conducted, awaiting follow-up from college.
- PCC: Complete.
- PPCC: Review Conducted, awaiting follow-up from college.
- RRCC: Under review.
- TSJC: Not started.

VPN Review: A site to site virtual private network (VPN) audit has also been initiated. This review will document what encrypted traffic is coming from which outside vendors. By identifying the current configurations we can see if they are unused and need to be deleted or if they need to be more stringent to lower the risk level.

Vulnerability Review

Each college is scanned on a weekly or biweekly basis to identify any vulnerability's that may be found on the end hosts or network devices. The scan results are then sent out to directors to be addressed. Once vulnerability is identified the owner of the asset is contacted to verify if a fix action can be implemented or if it is an acceptable risk

documentation is created and maintained. Acceptable risks are reviewed regularly for permanent resolution. This ensures that all assets on our network are as hardened as possible to thwart off any malicious threats.

Currently, 335 critical vulnerabilities have been removed this year. Now that all critical vulnerabilities have been identified and scheduled to be resolved we are focusing on the high vulnerabilities and conduct the same process here as well.

Security Awareness Training

CCCS-IT is currently evaluating the Cyber Security training offering through Workplace Answers to see if it will meet the needs of CCCS. If this training meets the requirements necessary to educate our users CCCS will be taking advantage of this in place of the SANs Institute training that was utilized at the system office this past year for all college faculty and staff.

IT Security Initiative

Starting this October each college will designate a security point of contact for their specific organization. Stan will then coordinate a monthly meeting with that contact to cover all of the programs associated with cyber security. With a designated contact at each site there will be an increase in the margins for success due to the fact that a sole individual will now be responsible for safeguarding the network at each site.

Security Report

Due to legislation C.R.S 24-37.5-404.5, CCCS is required to send in a security report to the state every three years. The first report is due by July 2017 and it will encompass CCCS at the system level as well as all of the 13 colleges we support. Each location's report will be composed of the following items: Section 1: Institutional Overview, Section 2: Risk Assessment, Section 3: Institutional Policies and Security Plan, Section 4: Description of Training and Awareness Programs, Section 5: Description of Testing and Evaluation Programs, Section 6: Incident Response and Reporting. Stan has created the template for this report and will start working with the colleges after the New Year.

Computer Anti-Virus & Firewalls:

Stan Riley (Senior Network Security Administrator) is working with Ken Campion (Client Services Manager) to evaluate our current computer based anti-virus / firewall solution (Sophos). Since the contract for this solution is coming up in the next year an evaluation is be conducted between Sophos and Cisco's AMP product. Each solution will be evaluated on their host based anti-virus detection and firewall protection. The Sophos evaluation is currently under way and the AMP testing will start mid-March.

DegreeWorks

Beginning in June, 2016, Ed Services has started governing DegreeWorks. All shared changes and project requests will go through Ed Services. CCCS-IT will continue to support colleges and Ed Services in regards to DegreeWorks usage and system management.

The Registrars group has requested a new project to purge the data out of DegreeWorks for students who are no longer active to help boost system performance. Purging DegreeWorks data is critical to moving current DegreeWorks data into the Data Warehouse. CCCS-IT is working with Ellucian to develop a new Purge process that will work in a MEP environment. Ellucian reported that they will be ready to begin developing and testing the new purge code internally during the last week of January. Once they are complete, CCCS will be able to download the code and test it in our environment.

A patch has been installed in DegreeWorks test to prevent an error that sometimes appears when people log in. The patch should be promoted after our “semester start” change moratorium.

Disaster Recovery/Business Continuity (DR/BC)

CCCS-IT has lit the first 100 Gigabit connection from Lowry to the new Data Center in mid-November. Separate 40Gbs connections from Lowry and the remote Data Center to FRCC Westminster were lit on December 6th. The Dark Fiber path from Lowry to PCC was completed on December 2nd. Equipment was delivered to PPCC on November 30th. The Dark-fiber construction from Pueblo to PPCC and from PPCC to the remote Data Center is getting closer to being completed and is anticipated to be completed by the end of February.

CCCS-IT and OneNeck staff have completed the design for the connection between datacenters. CCCS staff is currently has switching and routing configured between datacenters and we are waiting on the vendor, OneNeck, to complete the cross connects between CCCS and their ReliCloud infrastructure. Once this connection has been made CCCS-IT staff will begin building servers in the remote datacenter.

Electronic Transcripts

All 13 schools are now live with E-Transcripts and are finding it has created substantial efficiencies for them. Manual intervention seems to be required on about 5% of the orders or less. An upgrade provided by Parchment is in the testing phase, which will require less manual intervention after a hold is removed. After implementing E-transcripts for all schools in March 2015, we have had a total of 188,852 transcripts ordered and delivered.

Phase II is underway and includes bringing up the Receive process (electronic receipt of transcripts from other colleges) for all colleges. The configuration has been set and we have completed the Training with the schools. Our Go-Live is scheduled starting on November 28th and are being scheduled one school each day after that. All schools are live with Parchment Receive and we are not having any reports of issues.

Examity

CCOnline is ready to pilot Examity in Spring 2017. Instructor training has been completed, support documentation for instructors and students is ready, agents at the 24x7 Support Desk have been provided with instructions on how to assist students and D2L BrightSpace pilot courses have been integrated with Examity. Examity offers live online proctoring using a webcam for students taking exams online to prevent cheating. Examity will be piloted with MAT 201, MAT 202 and 203 courses in Spring 2017.

Exchange

The script to repair the archives has been running for the past several months. At this point two colleges and CCCS remain to be completed. Two of the three legacy archive servers have been shut down and the remaining one will be shut down when all colleges and CCCS are complete.

Faculty Load and Compensation (FLAC)

Discussions and training have been completed to facilitate the transfer of ownership of the FLAC process to the functional areas that use it. Requests for changes and inquiries for troubleshooting should now be sent to a functional area's respective FLAC representative who can then take further action as appropriate. Project requests relating to FLAC will be submitted to the VP IT Governance Committee.

Financial Aid Release 8.28.0.2 – 17/18 Federal Shopping Sheet

Financial Aid Release 8.28.0.2 will activate all the Federal Shopping Sheet for 17/18 in Self-Service Banner. SSB Release 8.25.0.1 is also required to implement the changes to the look of the shopping sheet in SSB. Both of these releases have been installed into the DEVL test instance on 1/6/17 and cursory review has begun. Target date to install into PROD is February 6, 2017.

Gainful Employment Reporting

The Gainful Employment task force met on 9/1 and discussed ways to make the 15/16 data submission more effective and less stressful. The committee recommended a joint work session with the Registrars and Financial aid Directors to work through the process of adding students who were awarded certificates but were missing student records in SGASTDN. The session was held on 9/13 and many schools were able to generate their 15/16 data submittal file to send to DOE. The other schools made significant process updating student records and submitted their files prior to the 10/1 deadline.

Many schools have received their acknowledgement file back from DOE with few errors. CCCS-IT is assisting schools with resubmitting the acknowledgement files after the schools make any necessary data updates. All colleges submitted their 15/16 data files to DOE by 9/23/16. A follow-up task force meeting is scheduled for 10/20/16 to begin preparations for receiving the debt-to-earnings program data for 2014 from DOE.

The debt-to-earnings program data was released by DOE and all 13 schools received approval letters for all of their GE programs. The task force requested three new fields to be added to the median loan debt report. The fields have been mapped in Banner and

work is underway to add these new fields to the COGNOS report. The new fields pertaining to program costs and testing is on-going.

DOE has finalized the disclosure template for 15/16 on 1/20/17. The deadline to have the disclosure template implemented on each school's website is April 3, 2017. We will add all new required fields to this combined report and refer to it as the GE Disclosure Report. This will more accurately reflect the content of the report.

The Gainful Employment task force is scheduled to meet on 2/2/17 to review the additional data requirements for the disclosure template.

High School Student Type Job (SZPSTYU)

Currently the High School Student Type Job in Banner takes High School Students with specific attributes and marks them as New students if their High School Graduation Date is prior to or equal to the date in which the process is run. Ed Services has requested that CCCS-IT remove the Attribute requirement as not all High School students have attributes, and requested that users be allowed to enter a specific date by which a student will graduate from High School so that students who are about to graduate can get a new record for the following term. Clarification regarding project specifications is underway and development work will begin shortly.

Inactive Student job Modification

CCCS-IT received a project request to modify the current Student Inactivation process (SZPINST). This process currently makes a student inactive if they have 3 consecutive semesters with no registration and the new request is to make the student inactive after 3 consecutive semesters of no grades. CCCS-IT has started reviewing the process to make the modification and once we have the changes developed we will send out to users for testing. The test plan is being created and will be sent out for testing and approval.

Identity Management

We have begun the installation and configuration of the application on the servers with Aegis Identity Management. CCCS-IT development staff and Aegis staff are currently working on the extract process for accounts from Banner into the Identity Management application.

Inventory Management Software

TME (Traceability Made Easy) by MASS Group has been selected as the Inventory Management Software for the system and a contract has been signed. A test import of Banner fixed asset data into TME occurred in early November and is being reviewed. Currently, the team has suspended any further meetings until a decision is made regarding Controlled and Discretionary assets and the related inventory processes.

ITSM-Information Technology Service Management

Cherwell is the ITSM solution that has been selected as a replacement for Footprints. Footprints is the software used by CCCS to manage IT Helpdesk tickets, IT change

management, and facilities work orders. Footprints is also used by CCCS Facilities and some colleges. BEYOND20 is the vendor assisting with the implementation of Cherwell.

CCCS-IT approved the Design Package in mid-December, 2016. System design and software installation will occur during the last week of January, 2017. Following system design and software installation, CCCS-IT will review the system design and BEYOND20 will make necessary changes. The review and development phase will continue through mid-March, 2017.

Learning Management System

The license for Desire2Learn expires on June 30, 2018. CCCS and the colleges embarked on a Request for Proposal (RFP) for a learning management system in FY 2017. A consultant was secured to facilitate the RFP process and the process includes representation from all colleges and CCCOnline, including faculty and student representation.

Vendor proposals were due by 12/21/2016. Finalists will be invited for vendor presentations in February 2017 and vendors will be asked to provide sandbox areas for users to test the systems of selected vendor candidates.

Leave Request Workflow Model Changes

Work is underway to update the leave request workflow models at the request of Human Resources. These changes are currently pending additional development work. Specific changes requested are as follows:

- K-12 Leave: The supervisor will be notified; the request for approval will route to School HR.
- Military Leave: The supervisor will be notified; the request for approval will route to School HR.
- OJC Education Leave: School HR will be notified; the request for approval will route to the supervisor.

Lowry Data Center

CCCS-IT staff are working on replacement of the core DataCenter switches and implementation of updated firewall security devices. Cut over dates for the installation of these new devices has not been determined but will happen in conjunction with the DR/BC project.

Mass Drop Students for Failed Prerequisite

Ed Services requested that CCCS-IT create a process in Banner that, when run, will automatically drop students who failed their prerequisites. CCCS-IT analyzed the current failed prerequisite report and worked with Ed Services to confirm the criteria for the process. Development work is now in the initial stages.

Mobile Apps

Current college participants now include ACC, CCA, CCD, FRCC, LCC, MCC, NJC, OJC, PCC, PPCC, RRCC and TSJC. Nine colleges are live. PPCC and TSJC went live in Fall 2013, ACC in Spring 2014 and FRCC in Summer 2014. CCD, PCC and NJC

went live in January 2015. CCA went live in Spring 2016. OJC went live in Fall 2016. LCC, MCC, and RRCC staff have participated in training on how to setup their mobile application. All colleges have had a successful launch and received positive feedback from students.

CCCS has purchased an Apple and Android Developer license. Licenses will allow each system college to submit Ellucian Mobile to the App Store under their school's brand. Submitting Ellucian Mobile to the App Store under a school's branding has been completed for CCA, FRCC, NJC, OJC, PCC and PPCC. LCC is planning to go-live soon with their branded mobile app. LCC is working on gathering the images needed to brand their mobile app.

The Registration and Bill Pay module are available within the mobile app. However, the Registration module bypasses the Student Payment Agreement. CCCS-IT has developed a solution that to interrupt this registration process and use a custom web application to allow the students to sign the payment agreement within the mobile app before they can register. The XE Student API has been deployed to the test and production environment, and the app has been configured and tested with a custom payment agreement application. User testing has been completed for mobile registration, and NJC is live with mobile registration. Other schools will be able to begin using mobile registration in the near future. CCCS-IT is working with the vendor for the payment gateway to allow students to pay for their bill using the Bill Pay module. After the payment gateway has been setup testing will begin.

Name Display

CCCS is actively engaged in addressing the need to display names of students, faculty and staff in a manner that meets their individual needs, while at the same time, appropriately supporting business processes as well as local, state and federal reporting requirements. Short-term solutions specific to students that are already in place include the following: the student preferred first name currently displays in the Banner SSB class roster; in the Cognos class roster; in DegreeWorks; and the student preferred name can appear in D2L (the preferred name must be entered manually each semester on each course for an individual student).

Ellucian has developed a solution for Banner that addresses a global approach to name display, including concerns such as: transgender students; faculty or staff use of a professional name as opposed to their legal name; international students who wish to use a local name; and students, faculty and staff who wish to go by a nickname or a middle name. The rules tables to support this solution are included in Banner General 8.8.5, which was part of the Fall 2016 upgrades. However, the actual display of the names, based on the rules set up in Banner General 8.8.5, will begin to appear as Banner XE modules are brought online starting in Spring 2017. In the meantime, there are considerable discussions that will need to occur in order to develop overall policies and business processes. This will be a collaborative effort and will include representatives from all impacted areas. This effort will be coordinated by CCCS Student Affairs and CCCS Legal Counsel.

Office 365/D2L Integration

CCCOOnline piloted integrating Office365 with D2L at CCCOnline Summer 2016. This integration allows students the ability to use their student Office365 OneDrive account within D2L. Based on feedback from the VP Council, CCCOnline will pilot providing students with access to both Office365 email and D2L email systems within D2L. Student survey data reveal that although most students did not utilize the integrated tools, those who did either had no issues or found the tools easy to use.

LCC and FRCC are exploring integrating their D2L environment with Office 365. Both colleges are currently setting up Office 365 in their test D2L environment. They are tentatively planning to go-live in Spring 2017.

Office 365 Purge

CCCS-IT is developing a plan to purge Student Office 365 accounts and is exploring the best way to purge accounts in Office 365. CCCS-IT has had meetings with a Microsoft representatives to determine the best approach. There are currently over 900,000 accounts which make managing changes difficult as accounts must be managed one at a time. CCCS-IT needs to purge inactive student accounts in order to gain management efficiencies. In addition, inactive students are purged from the Portal and can no longer access their accounts, so CCCS-IT is maintaining inaccessible accounts. Finally, O365 licensing only allows Office Suite licenses to be issued to current students, making many of our Office Suite licenses non-compliant.

CCCS-IT Plans to purge the accounts in Production the week of March 27, 2017 as that is when the majority of students will be on spring break across the system.

Portal

The current Portal framework is in the process of being upgraded from Luminis 4 to Luminis 5. Luminis 5 will provide CCCS with an updated framework and an updated user interface for students, faculty and staff.

CCCS IT is working with the college Portal Administrators to implement this new framework and a new portal design. Portal sites at each of our colleges have been built and have undergone usability testing. We are in the process of conducting load testing of our production Luminis 5 servers to ensure that we have a stable system in place before the scheduled go live date of February 19th. During the first load test some performance bottlenecks were discovered. Working with Ellucian, CCCS-IT has made adjustments to improve performance. The next load test is scheduled for January 25th to ensure performance has improved.

The planned go live date for Luminis 5 is February 19th, 2016 with all colleges going live with the new framework at the same time.

Record Clean-Up of SSAOVR and SHRTCKN

A significant amount of erroneous college code entries have been entered in Banner. Ed Services communicated with the system schools on how to avoid generating this

erroneous data. Then Ed Services requested CCCS-IT perform a record clean-up of the erroneous data. When analyzing the affected records, CCCS-IT identified a set of records that were outside the scope of the project. After the IT Governance Committee approved the expansion of the scope of the project, CCCS-IT began development work. CCCS-IT completed testing for the record clean-up in the Banner test environments and is preparing for a deployment to production that will occur in February.

Recruit

The Recruit Console as well as the public facing Recruit Application are live in production. To date CCCS colleges have received 149,599 admission applications since going live on November 3, 2015. CCCS-IT has been working to improve the functionality of the Recruit Console and turn on more of the functions to help the colleges track and recruit prospects. Training for all schools was completed in December, 2016. We will review trainings needs on an ongoing basis and provide as necessary.

Return to Title IV (R2T4) Reporting

CCCS-IT worked with the R2T4 Committee to design and develop reports for reporting unearned aid returned to DOE. Three new reports were designed and submitted to the BI Team for development. The summary report will provide details of total aid returned by federal fund. The detail report will list individual student detail for returns and post-withdrawal disbursements. The compliance report will provide details regarding how many days elapsed to complete a calculation and return funds to DOE. Development work is complete for all three reports. These reports have been placed into the COGNOS test environment for the schools to test. The reports were presented to the R2T4 committee on 10/13/16 and initial feedback was positive. Schools have provided feedback on student calculations and the developer is updating the reports where necessary. One final issue reported on 1/9/17 in testing is being resolved by the developer. Once this issue is resolved, the reports will be moved into PROD.

Student Success – Navigate Platform

The initial project kick-off meeting with Education Advisory Board (EAB) for the implementation of the Navigate Platform was held on April 14, 2016 at PPCC. All three pilot schools (ACC, PPCC and PCC) had numerous functional area staff in attendance at each of the breakout sessions. Several communication committees were formed and EAB began conducting status meetings with project sponsors, program owners and CCCS technology team in May, 2016.

To support the implementation, CCCS-IT has built two Windows servers to support the EAB Connect application and have developed a data extract strategy.

As part of the EAB implementation, colleges have been secret shopped and “Opportunity Assessments” have been presented to the pilot colleges, and will be shared with the remaining colleges on EAB’s timeline. These assessments show colleges what they do well, and where they can improve. In addition EAB is working

with the pilot colleges to customize what text, prompts, and events students will see in the EAB Navigate Application and has formed build teams at each of the pilot colleges who will continue to monitor and update text post go-live.

Colleges have developed “Areas of Interest.” Students will be guided to these areas by filling out an intake survey and will be able to choose programs that match their area of interest, while simultaneously seeing job demand and salary ranges for students who have received degrees and certificates in the chosen programs.

The Navigate application was piloted with students in September, 2016 and promoted to Production the week of November 14th. Schools are now reaching out to new students and encouraging them to use the EAB Navigate program after being admitted.

As of January 18, 2017, there have been at least 379 unique student users in Navigate at the three pilot colleges.

CCCS-IT and EAB worked closely together on a way to pull data from DegreeWorks SEP Templates into Navigate as part of the guided pathways approach. This will help students take the right classes in the right order, which will improve their chance of successfully completing their degree. The integration is being tested, and instructions have been created for the college. The pilot colleges have until February 28 to create their templates in DegreeWorks.

The ability for a student to register for classes through the Navigate platform is the next phase of the project. An on-site session was conducted by EAB on 8/11 to understand CCCS’ registration process for the three pilot schools. EAB will analyze the differences and similarities of the registration process and develop a statement of work for the registration module to be developed within the Navigate platform. The Statement of work was delivered to the pilot colleges for sign-off, and CCCS-IT has developed two custom API’s and a custom application to ensure the students is able to sign the payment agreement within EAB Navigate.

While testing the Registration Scenarios, EAB and CCCS have determined that Navigate will not be able to register students in Linked Courses due to the way in which CCCS links certain courses in Banner, EAB will place a message on Navigate instructing students to register for and/or drop linked courses in SSB, and will change their process to be able to register them in the future. In addition, EAB Navigate will not be able to waitlist students, as this functionality is not available in the Ellucian Student API at this time. The pilot schools are approximately 50% of the way through registration testing via the XE API.

SURDS Reporting for Colorado Dept. of Higher Education (CDHE)

The BI Team has begun the research and initial development required to move Financial Aid SURDS reporting to the ODS. This will simplify and standardize the process as has been done with other SURDS reporting. Financial Aid Reporting for the 16/17 aid year will be extracted from the ODS using COGNOS. This will bring all SURDS reporting to CDHE into ODS. A custom job RZRFINA is currently used to

create the data submittal file for CDHE and it will be replaced by a new COGNOS report and file. Field mapping has begun and initial testing began in late November. Development work continues and initial testing has been positive.

Video Capture, Storage, and Captioning

CCCOOnline coordinated a Request for Proposal process for video capture, storage and captioning solutions for FY 2017. Colleges who have expressed interest in participating are included in the RFP committee. The RFP was structured so that colleges may opt-in at a later date. The following colleges have expressed interest in participating in the RFP: ACC, CCD, FRCC, NJC, PCC, PPCC, RRCC, and CCA. The RFP was put out for bid on July 29, 2016. Evaluation began in September 2017. Kaltura was awarded the contract for providing the services defined in the Video Capture, Storage, and Captioning RFP. Contract has been signed and colleges are in the process of executing task orders.

Voice Over Internet Telephony (VOIP)

The deployment of Singlewire's InformaCast is complete and all colleges have been testing and implementing some of the new features that are available. Voice and Video infrastructure systems have undergone upgrades and patches to maintain security and current feature releases.

Wide Area Network Bandwidth Upgrades

As part of the first phase of circuit diversity/redundancy to the college campuses the following locations have been completed. These locations are in the second phase as well to receive bandwidth increases.

- CCA Centre Tech campus – Completed
- ACC Littleton campus – Completed
- RRCC Lakewood campus – Completed
- FRCC Larimer campus – Completed
- FRCC Longmont campus – Completed
- CCD Auraria campus – Completed
- RRCC Arvada campus – Completed

The following locations received bandwidth increases recently under phase one of WAN upgrades

- CNCC Craig Bell Tower campus – Completed
- PPCC Pete Field – Completed

We have been working with CenturyLink, Level3, SECOM and several other service providers to obtain pricing and diversity validation for redundant links to all campus locations, connecting them back to the two data centers. At this juncture we are waiting on final pricing from the vendors and diversity information before making our final selection of vendor and circuits. These new circuits will provide not only additional bandwidth to the locations listed but a diverse connection from the campus allowing redundancy to the two data centers.

ACC Castle Rock

ACC Parker
CNCC Craig
FRCC Brighton
NJC
PCC Durango
PCC Cortez (Mancos)
TSJC Alamosa
TSJC Trinidad
PCC Fremont
MCC Fort Morgan
CNCC Rangely
CCD AMC
OJC
LCC

Transform our own workforce experience

Learning Object Repository

The Learning Object Repository (LOR) Taskforce was established in 2016 to research and make recommendations to acquire a Learning Object Repository (LOR) that will establish a central repository for system college faculty, staff, and employees to store, search, and reuse learning objects, best practices, and training materials that advance student learning, academic excellence, and organizational effectiveness. The taskforce is comprised of representatives from several of CCCS colleges.

The LOR Taskforce is currently engaged in designing use-cases to specify the behaviors and functionality we are looking for in an LOR, and will be engaging the services of a consultant to help in this effort. The consultant will also assist in developing best practices for the use of the LOR by colleges. The LOR Taskforce also provided input on LOR functionality requirements to the LMS RFP process. If a suitable LOR is not part of the selected LMS, an RFP will be conducted to source an LOR system for the system.