City College of San Francisco
Leadership Team Meeting
July 11, 2012

V3F
If it ain’t broke don’t fix it.
If it ain’t broke don’t fix it.
If it ain’t broke don’t fix it. make it better!
Technology Update Part #1

- ITS Update
- How do I update my website?
- What kind of data do I need?
ITS Update

Eric Raznick,
eraznick@ccsf.edu
Interim CTO

- New smart classrooms at Chinatown
- Various Committees ITS participates with:
  - ITPC (Information Technology Policy Committee)
  - TLRT (Teaching and Learning Round Table)
  - TAG (Technology Advisory Committee)
  - New: BAG (Banner Advisory Group)
    - Oracle upgrade (Banner down over weekend of 7/14-15)
Chinatown Campus
CCSF & Community

Robert Lam
What We Did

✓ 1/3 ITS Staff worked on this (20+) (while also working on other projects as well)

✓ 6 weeks to “get ‘her done”

✓ Coordinated with 4+ CCSF departments/offices & 4+ outside vendors and partners
What’s There

✓ 51 Classrooms
   (30-40+ student each)

✓ 540 Computers students, staff & faculty use
What’s There

✓ Projector in every classroom
✓ Document Camera in every classroom
✓ Sound Elevation in every classroom
✓ Assisted Listening devices in every classroom
✓ Phone in every classroom
ASSISTIVE LISTENING SYSTEM AVAILABLE AT DSPS OFFICE, ROOM 128
More of What’s There

✓ 16 Roaming SMARTBoards for “check out”
✓ PA System that operates through phone
✓ WiFi throughout the building
✓ Green technology throughout (lighting, shades, etc.)

✓ FOB-controlled security
How do I Update my Website?

Vic Fascio
What Kind of Data do I need?

Eric Raznick
What Kind of Data do I need?

Creator of Data Vs. Consumer of Data
What Kind of Data do I need?

Creator of Data Vs. Consumer of Data
What Kind of Data do I need?
Creator of Data Vs. Consumer of Data

• Some of us are creators of data

• All of us are consumers of data
What data do you need to make good decisions?
City College of San Francisco - Leadership Data Needs Survey

Summer 2012

* Required

Banner data that I need *
ex: Low enrollment by department, open classes by term

Contact Information - Name *
Name

Contact Information - Email *
email address

Contact Information - Title/Department
Your title and department

Contact Information - Phone
Phone Number

Submit
Technology Update Part #2

- Banner Data
- Using CCC Confer
How do I find data in Banner?

Enterprise Resource Planning (ERP)

From Wikipedia:

“ERP...systems integrate internal and external management information across an entire organization...

ERP systems automate this activity with an integrated software application. The purpose of ERP is to facilitate the flow of information between all business functions...
California CCD ERP Systems

- San Jose/Evergreen CCD
  Datatel

- Palomar CCD
  PeopleSoft

- City College of San Francisco
  Banner
California CCD ERP Systems

- San Jose/Evergreen CCD
  Hates Datatel

- Palomar CCD
  PeopleSoft

- City College of San Francisco
  Banner
California CCD ERP Systems

• San Jose/Evergreen CCD
  Hates Datatel

• Palomar CCD
  Hates PeopleSoft

• City College of San Francisco
  Banner
California CCD ERP Systems

- San Jose/Evergreen CCD
  Hates Datatel

- Palomar CCD
  Hates PeopleSoft

- City College of San Francisco
  Hates Banner
Allan Hancock College
Antelope Valley College
Barstow College
Chabot-Las Positas CCD
Chabot College
Las Positas College
Citrus College
City College of San Francisco
Coast CCD
Coastline Community College
Golden West College
Orange Coast College
College of Marin
College of the Sequoias
College of the Siskiyous
Cuesta College

Feather River College
Foothill-De Anza CCD
De Anza College
Foothill College
Gavilan College
Imperial Valley College
Kern CCD
Bakersfield College
Cerro Coso Community
Porterville College

Mt. San Antonio College
North Orange County CCD
Fullerton College
Cypress College
School of Continuing Education
Rio Hondo College
San Mateo County CCD
Cañada College
College of San Mateo
Skyline College
Santa Barbara City College
Sierra College
Solano Community College
Taft College
Ventura County CCD
Moorpark College
Oxnard College
Ventura College

California Community Colleges using Banner.
How do I find Banner Data?

Budget Information

John Bilmont
Associate Vice Chancellor/
Chief Financial Officer
DEPMENU Departmental Finance Menu
## FGIBDST – Organization Budget Status

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<thead>
<tr>
<th>Account Type</th>
<th>Title</th>
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FGITRND – Detail Transaction Activity

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Total: 13,018.98
How do I find Banner Data?!

Enrollment Information

Pam Mery and Eric Raznick
3 Methods to see Enrollment information:

1. CCSF Decision Support System
2. On the web from the scheduling office
3. In Banner on SSASECQ
http://advancement.ccsf.edu/

## Decision Support System

### Step 1: Select the LEVEL of data you want:
- College Wide (Credit/NonCredit)
- School
- Campus
- Campus AND Department
- Department
- Subject
- Course
- Section/CRN
- Special Programs
- Degrees, Certificates and Awards

### Step 2: Select the KIND of data you want:
- **Demand for Courses and Sections:** number and percentage of closed section messages (Course and Section only)
- **Student Characteristics and Success:** number of students, age, educational goal, GPA, hours attended
1. On the web
The Scheduling Office publishes a version of the time schedule that has enrollment information listed. Go to:

http://www.ccsf.edu/Schedule/Enroll

If you are off campus, you will need to enter the following name and password:
Name: intranet
Password: netintra
1. On the web
http://www.ccsf.edu/Schedule/Enroll
http://www.ccsf.edu/Schedule/Enroll
<table>
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<tr>
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<th>TIMES</th>
<th>ADDRESS or BLDG</th>
<th>ROOM</th>
<th>INSTRUCTOR</th>
<th>ENROLLMENT CAP</th>
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**Enrollment** (Red means Enrollment Cap is reached)

**Enrollment Cap**
### SSASECQ – Schedule Section Query

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<th>Campus</th>
<th>Course/Section Title</th>
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<th>Instructional Method</th>
<th>Duration</th>
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SSASECQ – Schedule Section Query

Useful Keys:

ENTER QUERY: F7
EXECUTE QUERY: F8

Query Examples
CRN: 201270
SUBJ: ENGL
COURSE: %1A%
ACTUAL < 20
Using CCC Confer for Conference Calls

Doug Re
Manager of Project Management & Consulting
CCC Confer

Don’t Travel - Meet at Your Desk!
What is CCC Confer?

✓ FREE online e-conference services

✓ Conduct interactive meetings over the phone or via Internet to share/view documents, slides, text chat, talk, stream audio and/or video, conduct polls, record meetings, save files and much more!

✓ Attend meetings at your desk via phone or by logging onto a web-based conference.
Why CCC Confer?

✓ View, Edit and Discuss documents and files in Real Time
✓ All you need is your phone and/or an Internet connection
✓ CCC Confer’s FREE tools include:
  - ADA Compliance for Hearing & Sight-Impaired and for Physically Challenged
  - Text and Phone Chat
  - Whiteboard Tools
  - Upload Slides, Documents & Images
  - Present or “Tour” a Website
  - Meeting Timers
  - Breakout “Rooms”
  - Polls
  - Print/Record Meetings
  - Archive Meetings
  - Convert Meetings into Podcasts
  - FREE, LIVE Online Training & Technical HelpDesk
How to Use CCC Confer

It’s really easy!
1. Create a Meeting

www.cccconfer.org
Complete the Registration Form
You will receive a confirmation email. Once you do, return to the CCC Confer Homepage & click on PRESENT / FACULTY LOG IN
Enter the login information sent to you in the email & click LOG IN
2. Create a Meeting

- On the next page, click on >> Meeting Request Forms

- Choose
  - Call Confer (for phone only meetings)
  - Meet & Confer (for phone & Internet meetings)
Create a Meeting

✓ Enter your meeting specifications and click SUBMIT

✓ You may be prompted to wait a short while as your meeting is created, then you will see a Meeting Confirmation message
3. Send Email Invites

IMPORTANT!!
After you have created your meeting, you will receive **two** emails:

✓ The first email is your meeting confirmation. SAVE THIS EMAIL – you will need the information in this email to start and run your meeting.
The second email is to send to your invitees. Invitees do not need to have a CCC Confer account to attend your meeting, but they will need the information in the email you send them in order to access the meeting.

The information in the two emails is **not** the same!