

**GROSSMONT-CUYAMACA CCD
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)
Meeting Notes**

January 21, 2011—10:00am – noon

Videoconference between Cuyamaca I 107 and Grossmont Distance Ed Room

Attendees: Connie Elder, Julianna Barnes, Susan Topham, Victor Devore, Brian Nath, Barbara Blanchard, Sheri Willis, John Colson, Linda Jensen, Danene Brown, Kerry Kilber, Wendy Stewart, Michael Copenhaver, Jerry Buckley

1. Administrative Systems

a. Colleague

- i. DREG on 1/14; Spring classes begin on 1/24; DISQ DREG on 1/21; system performance has been good since all of the upgrades
- ii. New Web reports – are now in production; standardized labels and made pick lists available for ease of use; cleanup is ongoing
- iii. Document imaging
 1. EOPS at CC- complete
 2. Student Affairs at GC- complete
 3. Health Office at GC- pending
 4. Payroll timesheets- complete
 5. Other areas will be researched after the above are complete; next priority is the doc types for Admissions & Records
- iv. FA potential over payment for HS students – research continues as to how many have actually been overpaid; additional edits are now in place to prevent this in the future
- v. FA reduction of fees owed
 1. Reduce check amount- testing complete
 2. Post to Colleague – in process; work will commence after the Spring semester begin of term projects are completed
- vi. 320 P1 report complete
- vii. AR balances update – Linda provided an update
- viii. Non-degree applicable totals on transcript – testing is in process
- ix. Reviewing impact to custom code of next round of software upgrades
- x. Need to review WebAdvisor enhancement list pending software upgrades
- b. Financial Aid- ProSAM; WebCT/BB – Sheri will work with Michael and setup a meeting to demonstrate existing capability to determine if that will meet need
- c. Advancement software and web site – Your Membership site is being developed
- d. Web site project – next step is to develop an implementation plan

2. Technology infrastructure

- a. Office 2010 – waiting on input from Academic Senate
- b. Wireless upgrade continues
- c. Cuyamaca – Library remodel, upgraded wiring
- d. Planning for Exchange upgrade – infrastructure has been upgraded

3. IS staffing – Jerry Williamson will fill Randy Pogue's position (internal promotion); Robert Mountain will fill Brian Graham's position (internal transfer); 2 positions are currently being advertised

4. Other issues/new requests

- a. Linda reported that non-resident tuition is being increased to \$190 (from \$186) effective Fall 2011 and asked that those in charge of printing this information in the Class Schedule make sure that appropriate changes are made

b. Payment plan "termination" dates were reviewed; Linda's office to review options

5. Meetings for 2010-2011 (10am-11:30am)

- a. 2/18 – was changed to 2/25 based on the holiday
- b. 3/18
- c. 4/15
- d. 5/20
- e. 6/17