

GROSSMONT-CUYAMACA CCD
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)
Meeting Summary- June 16, 2011

Attendees: Cuyamaca- Joan Burak, Danene Soares, Susan Topham; Grossmont- John Colson, Henry Eimstad, Kim Frost, Brian Nath, Sue Rearic, Wendy Stewart

1. Administrative Systems-
 - a. Colleague
 - i. Software Upgrades – installation requires 3 down days (Wednesday – Friday)
 1. First choice is 7/6 – 8 (confirmation by 6/23)
 2. If we are not ready for the above dates, then 8/3 – 5 (during Fall registration and summer grading cycle)
 - ii. Document imaging
 1. Doc types for Admissions & Records – reviewed with CC; Jerry will meet with Victor Devore and Laith Shammass
 2. Health Office at GC- scanner setup; department testing
 - iii. FA potential over payment for HS students – Extended Cabinet is considering the wording for the letters that will be sent to the students.
 - iv. Non-degree applicable totals on transcript – some discrepancies found in historical records regarding coding of non-degree applicable work; cleanup IP
 - v. Request for transcripts via WebAdvisor/Credentials – this project is now on hold pending assignment of a resources...
 - vi. Implementation of CalWorks module – position scheme defined; looking at summer pilot
 - vii. E-commerce 4.0 – new version scheduled for after the Colleague upgrade
 - b. Financial Aid- ProSAM; WebCT/BB – ProSAM on hold; Use of BB delayed until August
 - c. Web site project- Brian stated that the intranet and District sites would be available by September 1 and at that time we'll have a plan for the college sites.
2. Technology infrastructure-
 - a. Office 2010 -installation has begun- deadline is August 10?
 - b. Planning for Exchange upgrade will take place during the Summer
 - c. Windows 7
 - d. Sophos implementation is going very smoothly
 - e. Brian is arranging a demo of a Microsoft reporting tool for IR
3. IS staffing- Brian announced that Therese Long is planning to retire later this year and that a new employee did not complete the probationary period. The Web/DBA position (Jerry Williamson's old job) was extended because the pool was weak.
4. Other issues/new requests-
 - a. Cynosure is still being evaluated by both colleges
 - b. IT Plan- Henry stated that we will be reviewing IT plan options- current, short term and long term. Projects to be considered include: SEVIS, DARS on the web, Colleague student portal. IS will be scheduling a joint ATAC/ITAC meeting to consider.
5. Meetings for 2010-2011-
 - i. Thursday, July 14 @ 10:00
 - ii. Friday, August 19 @ 10:00 (Friday before Fall begins)
 - iii. 9/16 @ 10, 10/14 @ 10, 11/18 @ 10, 12/16 @ 10