

**GROSSMONT-CUYAMACA CCD
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)
September 21 Meeting Notes**

Attendees: Connie Elder, Danene Brown, Joan Burak, Linda Jensen, Jeff Baker, Victor Devore, Kerry Kilber, Mike Copenhaver, Pam Wright, Brian Nath, Sheri Willis

1. Administrative Systems

- Colleague
 - i. E-commerce 4.0 – needs resources to implement
 - ii. New regulations for Distance Education – working with Financial Aid to ensure that Fin Aid students are not receiving aid for online classes unless residing in CA; this topic will be removed from future agendas
 - iii. Registration Priorities – ESSTF to meet in 10/5; probable registration start date of Monday, 11/26 (vs. previously published date of 11/19)
 - iv. Pre-requisite enforcement for Spring 2013 – Instructional areas reviewing Course Pre-Req report for possible clarification of “or equivalent”
 - v. Hire letters – non-credit sections – reviewing with Payroll
 - vi. LCB and TA reports – changes made for Fall 2012 and process in much improved
 - vii. Summer MIS reporting – completed
 - viii. Annual MIS reporting – Program Award completed; Assessment in process
 - ix. Online Transcript requests/Enrollment verifications – working on program modification
 - x. Software upgrades – working with Ellucian to estimate scope
 - xi. Reviewing program that calculates Drop Grade Required Date to ensure compliance with new State apportionment regulations
- Financial Aid- ProSAM; – ProSAM migration in process
- CurricUNET – reviewing first cut of “course add” screens for both Grossmont and Cuayamca
- DARS – projected completion Fall 2012
- Cynosure – Online advising and orientation; target completion date changed to Summer 2013
- Data Warehouse/DSS – working with vendor to map data elements; weekly meeting
- Websites – update on Phase I
- SLO – Student Learning Outcomes; will schedule demo for a broader group
- Image Now – additional licenses are currently being installed; 10 district/concurrent licenses were purchased
- SIRSI – Library system; vendor is assisting with problem with software installation

2. Technology infrastructure

- Data Center planned outages
 - i. Sunday 9/23 from 4-7 p.m. to fix issue with hardware
 - ii. GC Data Center (12/20 – 1/4 down) for power generators; WebAdvisor should remain up
 - iii. District Data Center (down over a weekend TBD; suggestion is weekend of 11/10-11)
 - iv. Dell premier web site – computer will have Windows 7; IS staff testing software to ensue compatibility

3. Other issues/new requests

- Request to change Search for Sections on WebAdvisor (Select college and leave default as blank)
 - i. IS will assess scope
- Meetings for 2012:
 - 1. October 19, November 16, December 21?