

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

**October 19 10:00 a.m. – 11:30 a.m.**

**Attendees: Connie Elder, Joan Burak, Sang Bai, Laith Shammass, Brian Nath, Sheri Willis**

1. Administrative Systems

- Colleague
  - i. E-commerce 4.0 – researching requirements and creating a project plan
  - ii. Registration Priorities – for Spring 2013, a slight change will be made for Continuing students; i.e. the range will be from 45-90 degree applicable units (Fall 2012 was 45-70)
  - iii. Pre-requisite enforcement for Spring 2013 – Instruction reviewing Course Pre-Req report
  - iv. Hire letters – non-credit sections to be included; need to speak with GC about “contract”
  - v. Annual MIS reporting – Program Award completed; Assessment completed
  - vi. Fall MIS reporting – will include Special Populations
  - vii. Online Transcript requests – working with vendor on testing process; hope to complete by end of the calendar year
  - viii. Software upgrades – working with Ellucian to estimate scope for one year of software upgrades
  - ix. Auto AR posting from Financial Aid checks completed, in PROD and run on 10/10
- Financial Aid- ProSAM; – ProSAM migration in process
- CurricUNET – reviewing first cut of “course add” screens
- DARS – projected completion Fall 2012
- Cynosure – Online advising and orientation; target completion date is Summer 2013
- Data Warehouse/DSS – working with vendor to map data elements
- Websites – update on Phase I
- SLO – Student Learning Outcomes
- Image Now – please report any licensing issues to the IS Help Desk
- SIRSI – Library system – upgrade remains in process

2. Technology infrastructure

- Data Center planned outages
  - i. GC Data Center (12/20 – 1/4 down)
  - ii. District Data Center (down over the November 10 weekend; probably Monday, 11/12)
  - iii. Sunday, 10/28 @ 4 p.m. for 1-2 hours to repair Colleague Server

3. Other issues/new requests

- Meetings for 2012:
  - i. November 16, December 21 (this meeting will be cancelled)
- Meetings for 2013:
  - i. January 18, February 22, March 15, April 19, May 17 and June 14