GROSSMONT-CUYAMACA CCD
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)

Meeting Notes
April 20 10:00 am – 11:30 a.m.

Attendees: Michael Copenhaver, Susan Topham, Victor Devore, Joan Burak, Diane Glow, Brian Nath, Sheri Willis

1. Technology Plan – approved on consent agenda at 4/17/12 Board meeting

2. Administrative Systems

    a. Colleague

        i. E-commerce 4.0 and other options

        ii. New regulations for Distance Education – update from Connie/Kerry

        iii. Registration Priorities – task force recommendations have been implemented for Summer; DIT reviewing implementation issues and associated communication for Fall 2012

        iv. Pre-requisite enforcement for Fall 2012 – large project; initial data entry will be a collaborative process with Instructional Operations and Information Systems

        v. Reporting of Special Populations for MIS – will need assistance from departments; DIT has reviewed and will be working with various department for Summer/Fall data collection

        vi. Fee increases – Enrollment fee $46/unit effective Summer 2012; Health Fee $18 effective Fall 2012

    b. Financial Aid- ProSAM; WebCT/BB – ProSAM is being tested; Use of BB in progress

    c. IFAS – collection of leave data in process; Foundation setup is nearing completion

    d. CurricUNET – BPA held on Thursday/Friday April 12/13; task force being formed; demos being scheduled; completion time line is 6-9 months depending on availability of staff during summer

    e. DARS – projected completion August 2012

    f. Cynosure – Online advising and orientation; kickoff meeting scheduled for April 26; target completion date is December 2012

    g. Data Warehouse/DSS – vendor will soon be configuring data cubes

    h. Websites – working on a plan with vendor about who/how work will be done

    i. SLO – Student Learning Objective software is a new project

3. Technology infrastructure

    a. Moves at Grossmont into new buildings (digital signage) - training

    b. SQL upgrades

    c. Data Center planned outages – Testing of standby power during Winter break; testing of shutdown process sometime during the summer – will coordinate dates – possibly 6/22, 6/29 or 7/13 – please send preferred dates to Brian

    d. June 8th phone upgrades – phones will be down 1-2 hours on Friday, June 8 (the first Friday of our 10/4 schedule)

4. IS staffing – Network Specialist I in process

5. Other issues/new requests

    a. Meetings for 2012:

        1. May 18

        2. June 15 (proposed is Thursday, June 14 @ 10:00 or Thursday, June 14 @ 1:00)

        3. July meeting (proposed is Thursday, July 26 @ 10:00 or Thursday, July 26 @ 1:00)

        4. August meeting would be on Friday, 8/17