

**GROSSMONT-CUYAMACA CCD
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)
September 20th Meeting Notes**

Attendees: Chris Tarman, Victor Devore, Jeff Baker, Michael Copenhagen, Joan Burak, Courtney Williams, Janet Castanos, Vanessa Murrell, Julie Kahler

New and Relevant Issues

Colleague

- Repeat “families” – phase II to define ART, MUS, THTR, etc. – requires discussion between colleges, VPI/VPAA need to add to appropriate agendas, most likely nothing to define for Spring 2014
- Limits on number of apportionment hours for Intercollegiate Courses (350/175) – need direction from VPI/VPAA
- Proposed new procedure for Audit and impact to reports – requires feedback from VPI/VPAA
- Probation and Dismissal – continued discussion on how to implement and communicate new regulations; effective for Fall 2014
- Spring 2014 Priority Registration
 - CalWorks students to be included at same priority as Veterans and Foster Youth; Sheri will draft initial document outlining required data entry and timelines; goal is to enter data once for both priority registration and for MIS reporting
 - Cynosure information for orientation and advising – this information will also be used to identify first time to college matriculated students; October implementation
- Large Class Bonus and Teaching Assistant Hours calculations – VPI/VPAA will schedule appropriate follow-up meetings
- TIN / Social security number for 1098-T Processing – District Office is coordinating letter back to IRS asking for “forgiveness” for penalties associated with 2011 reporting that contained missing or invalid TIN / SSN’s. The DO may be asking Student Services for specific information to be included in the letter. IRS must receive letter within 45 days of the date on the initial letter (9/3).

Ongoing Projects with Change in Status

Colleague

- Software upgrades – includes a new web UI and updated version of e-commerce; Colleague/WebAdvisor will be down on Friday, October 4th for the implementation of e-commerce; email notices will be sent out to all sites
- Online Transcript requests – working with vendor on Electronic Transcripts for San Diego State

Accuplacer – new test vehicle for English and Math; dual processing for Fall 2013; issue with Math placement levels needs to be resolved as quickly as possible; Jeff volunteered to setup meeting the first part of the week of September 23rd; need counseling and Math department reps

Data Warehouse/DSS – working with vendor and Research to validate data

DARS – evaluators testing new system; web version testing; target date may move out to November based on resources required for Accuplacer and Cynosure implementation

ERP Procurement – forming Steering and Evaluation committees

Technology Infrastructure

- Wiring Projects
 - Grossmont Geology flat panels
 - District/GC Maintenance Yard

Ongoing Projects with No Change in Status

Colleague

- Hire letters – working on fine tuning how “hours” are calculated; impact on MIS and 320 reporting
- Instructor Drop Roster – working on report to monitor the use of “back-dates”

Financial Aid- ProSAM; – ProSAM migration in process

CurricUNET – on hold; VP’s reviewing current status

SIRSI – working on Rev “D”

TracDat – planning software ; LDAP authentication working (single sign on)

Websites – update on Phase I

Siteimprove – software to identify broken links and misspellings on web sites

Technology infrastructure

- Exchange 2010
- Windows 7
- Installation of technology acquisitions

Meetings for 2013 – Need to schedule next meetings for Fall 2013; if same schedule, the dates will be:

- 10/18, 11/15, 12/20