

**GROSSMONT-CUYAMACA CCD
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)
Meeting Notes November 15th**

Attendees: Joan Burak, Julie Kahler, Laith Shammass, Victore Devore, Linda Jensen, Vanessa Murrell, Scott Thayer, Marsha Gable, Kerry Kilber-Rebman, Brian Nath, Sheri Willis

New and Relevant Issues

TSC – Technology Steering Committee – new committee that will meet quarterly to review technology project priorities and funding

Colleague

- Limits on number of apportionment hours for Intercollegiate Courses (350/175)- Cuyamaca staff met; Sheri will contact Julie to follow-up with data entry into Colleague
- Probation and Dismissal – discussion based on new regulations – possible Spring 2015 implementation; Sheri will add to DIT agenda
- TIN / Social security number for 1098-T Processing – emails sent on Tuesday, 11/12 for 2011; for this year forward, non-resident alien students will be removed from file sent to IRS; Jeff/Scott will review option for Grossmont and Cuyamaca to require SSN on application for specified student groups and notify Laith/Victor
- Software upgrades – completed Friday, November 1st; current through 4/15/13; working on plan to update Unidata and WebAdvisor to current releases
- IFAS checks – revisions required based on Payee Verification standards; proofs have been created and sent to Chase for review

Accuplacer – new process in Production; ESL remains with current process; server issues

Cynosure – online orientation and advising now in Production; interface discussion; 508 accessibility option available in 3+ weeks

Ongoing Projects with Change in Status

DARS – evaluators testing new system; web version testing; additional training required

TracDat – planning software; configured for District use; users to be added/trained in Spring 2014

Websites – project plan for Summer 2014; redesign of both college websites in progress; steering committee formed and has been meeting; next and key step are college committees

ERP Procurement – RFP issued Friday, October 25th; teams working to develop vendor scripts; 1st demo scheduled in January 2014

CurricUNET – met to define working group; planning to restart in Spring 2014; request for a demo of new product/software

Data Warehouse/DSS – working with vendor/Research to validate data; possible first phase in January 2014

Colleague

- Online Transcript requests – working with vendor to schedule final training and pilot

Ongoing Projects

Colleague

- Repeat “families” – phase II to define ART, MUS, THTR, etc.
- 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

SIRSI – working on Rev “D”

Technology infrastructure

- Exchange 2010; goal is to migrate to new server by yearend
- Windows 7/ Windows XP – working on plan (Cuyamaca is a challenge based on number of computers)
- Installation of technology acquisitions
- Wiring Projects - District/GC Maintenance Yard

Meetings for 2013

- Next Meeting 12/20
- Schedule for 2014 is 1/17, 2/21, 3/21, 4/18 (holiday), 5/16, 6/20