GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE (ATAC)
MEETING NOTES
NOVEMBER 20, 2014, 10:00 – 10:45 a.m.
VIDEO CONFERENCE - CUYAMACA I-107 & GROSSMONT DISTANCE ED ROOM

ATTENDEES – Brian Nath, Courtney Williams, Dave Dillon, Eric Lane, Julie Kahler, Katrina VanderWoude, Michael Copenhaver, Scott Thayer, Sue Rearic & Victor DeVore

New and Relevant Issues to Be Discussed

1. Colleague

    a. Fall 2015 Priority Registration Process
        i. DSPS Students that have more than 90 units or have been on Probation two terms will continue to be included if their Program Plan specifies that Priority registration is a needed accommodation – this requires data entry by DSPS or ? – and new programing by IS – No one from Grossmont Student Services attended this meeting, will talk about this at the next ATAC meeting in December.
    b. Software Upgrades – All ATAC attendees agreed that Spring Break week of March 23rd is a good week to take Colleague down for the upgrade. IS will follow up with an email to all users.
        i. Contract with Ellucian to assist; last update was through April 2013
        ii. New releases includes improved functionality for pre-requisites and co-requisites
        iii. Downtime – Spring Break week of Mar 23
    d. Academic Program / Major – DARs, Fin Aid, WebAdvisor – Brian Nath will follow up with Chris Hill as to the next step in this action item.

    e. 4 year CIP approval – VPs of Instruction / Instructional Office – There was a discussion (Eric Lane, Michael Copenhaver & Brian Nath) about the need for CIP codes for 4 year majors. Brian Nath sent the VP's of Instruction an email for approval/confirmation of the list.

    f. 1098-T Processing – Victor DeVore mentioned that they had a few responses to the email. Sue Rearic mentioned at a conference she talked to state representatives letting us know to continue our current process and that the issues were being discussed at the state chancellor's office.

        i. Email Sent to about 484 students requesting that they provide missing SSN/ITIN information – any response ?

    g. PreRequisite recency – Both colleges want Pre-Requistites to be taken within a certain time frame – GC Nursing, CC CIS – no current functionality in Colleague – IS pursing options, most likely custom code / subroutine required – Holding Curriculum changes – Dave Dillon highlighted that maybe nursing requirements are more about entry into the program versus pre-reqs for nursing classes. Victor DeVore mentioned a discussion from CIS about CISCO and maybe a solution is to use a different course number. Brian Nath agreed to follow up with Marsha Raybourn and Sheri Willis about nursing.

2. Workday Deployment – Sue Rearic talked about the Workday Open Houses, noting that the time for Wed Dec 10th at Cuyamaca is 2-4pm, not 1-3pm. Everyone is encouraged to come. They will get to see self-service features such as vacation balance, sick leave balance & how to enter timesheets.

3. DARS – Brian Nath mentioned IT was very focused on addressing performance issues, and wants it down to 5-10 seconds. Dave Dillon requested IS let users know when the changes are in place.

4. OpenCCCApply – Acknowledged the loss of Laith & Victor, priority is training new individuals. Victor DeVore mentioned he thought the current test environment is close to ready. IS is going to research training opportunities and provide feedback to both Administrative offices.

5. Transcripts – Eric Lane spoke to the project, mentioning that there will be one more training session in December. For Cuyamaca, Victor DeVore said Paulina Saucedo & Vanessa Saenz were the contacts. For Grossmont, the contacts are Aaron Starck & Laura Murphy.

6. Data Warehouse – Brian Nath reported that Chris Tarman is working with the vendor ASR Analytics to develop enrollment management reports.

7. Student Success Projects – IS has shared the Student Success Projects list with the VP's of Student Services that will be reviewed in the next Student Success Committee meeting later that day.