**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT**
**DISTRICT ADMINISTRATION CENTER**

## ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE
### AUGUST 5, 2010
#### 8:30-10:00 AM ➢ DAC MPR

## MEETING NOTES

Attendance:  John al-Amin, Erika Endrijonas, Dave Fuhrmann,  Clare Geisen, Iris Ingram, Bill Pearce, Ramiro Sanchez
Guest: Michael Arnoldus

1. Review Minutes of  5/06/10

2. Banner Financial Aid – Update
   Mike reviewed the Banner Financial Aid ATAC report, noting that a decision on the best options for a new FM INAS hosting solution for Sungard will need to be made within a few months. The project is on schedule.

3. Banner 8 Upgrade Project
   Bill shared that this upgrade is more complicated than past upgrades as every object that was ever created needs to be tested. There are approximately two thousand objects, some are minor, and some are major. They are utilizing Trac and Subversion software to monitor their progress.   Where feasible, modifications previously made to baseline are being eliminated. Modifications will still be needed in certain cases such as Wait-listing, where baseline does not handle the automatic enrollment as we would like. A discussion regarding the merits of the automatic enrollment ensued; the issue of whether or not to keep those modifications will need to be decided within the next few weeks.
   In July, requests for changes to Banner have been put on hold per the Banner Student Group. The focus is on the upgrade, not modifications. If necessary, minor changes can be done.
   The upgrade implementation is targeted to begin October 29 and completed November 1.

4. SDA Training – Update
   The team consists of John Cooney, Rupinder Bhatia, and Connie Baker. They have set up a training plan with different levels of proficiency. Training should begin at the end of October, focusing on the SDA trainers first, who will then train others and offer SDA support.

5. EMS Scheduler – User and reviewer protocol
   The implementation went very well, everyone was prepared. There is another training scheduled for next week.

6. HEOA 2008 – Technology Compliance

- Distance education - student authentication
  The portal login meets the secure login and pass code requirement.
- Online textbook information
  Currently, we are fully compliant with the new law. There are four to five different ways for students to access the textbook information, such as links on the portal and access on the websites. After the Banner 8 upgrade, the list of required textbooks will be available to the students during registration.
- Peer-to-peer illegal file sharing
  We are not yet completely compliant with the three general requirements of HEOA.

7. Other Business
   The 3CBG conference is September 28. The registration is $50.00.
   Ramiro discussed that eventually the printing of class schedules will cease; a postcard directing students to the website will be mailed instead. Also, catalogs will not be printed at some point either.
   Ramiro questioned whether Banner checks for repeatability for students who enroll five times in the same class; if it is allowed, or blocked. This needs to be confirmed for Title 5.

8. Next Meeting
   Date and time to be determined.