



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
DISTRICT ADMINISTRATION CENTER

ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE

JUNE 1, 2017

8:30AM > DAC LAKIN BOARD ROOM

**MEETING NOTES**

Attendees:

Dave Fuhrmann, Michael Shanahan, Silvia Barajas

Guests: Mike Rose

1. Review Minutes of 4/6/17  
The notes were approved.

2. Request for VC AllUsers Groups Email Access  
Emily Bartel: Counselor, Student Success and Support  
Eileen Crump: Admin Assist, Title V HIS Cooperative

The requests were approved. The group discussed the idea of changing the approval process for AllUser groups to include the college Presidents for each location. Since the committee meets bi-monthly, the group discussed voting via email to approve these requests in the future. Mike Rose inquired if the approval for staff access to send emails addressed to all students should also be routed through ATAC. The group discussed and asked to see the current process for student group emails at the next meeting.

3. Internet (CENIC) Upgrades  
Two fast circuits are being added at all four locations. The decision may be made to open up the wireless access to game sites although peer to peer file sharing will continue to be blocked.
4. CurricUNET Upgrade - CourseLeaf Alternative  
Alternatives to CurricUNET are currently being explored. Information will be shared when available.
5. Updates
  - OEI / Canvas  
Mike shared that the project is progressing. VC will be in their second semester of using the Exchange with five to six courses offered and students registered in those courses. Mike mentioned that MC has expressed interest in joining the Exchange; they would need to complete an application. OC has expressed interest in the Common Assessment project which involves the transmittal of transcript information to the home college.

The financial aid side can become complicated. Currently there are FA agreements in place and the aid comes from the home school. There are many pieces involved that require manual work; the goal is to automate these in the future.

- **Ed Exchange Project Pilot**  
The transcript exchange project is now in testing mode using a test environment.
- **Banner 9 Implementation**  
HR staff have been very helpful with the project. The launch date is still set for mid-June with testing currently in full force. Production systems have been built and the two Banner systems will run in tandem for a year. Student and finance areas will be implemented this summer.
- **Email Migration to the Cloud (Office 365)**  
IT staff are working with Microsoft; their assistance is cost free. There are still some remnants of the old Lotus Notes remaining. Once those are cleaned up, the project will move forward.
- **Early Registration**  
Early registration has officially been approved. A tentative plan has been created with the first steps for IT beginning in August. Consultants from SIG will be involved. There are several processes that need to be handled differently such as payment plans and the drop process. Michael mentioned there are potential concerns expressed by campus staff and faculty that might need to be addressed. It was noted that Rick has held meetings specifically with counselors to address their concerns.

#### 6. Other Business

Dave suggested that when a committee member is unable to attend a meeting, a representative be sent instead. He would like to have feedback on this idea at future meetings.

#### 7. Next Meeting

The next meeting is scheduled for August 3.