VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE
NOVEMBER 11, 2010
8:30-10:00 AM ➢ DAC MPR

MEETING NOTES

Attendance: Erika Endrijonas, Dave Fuhrmann, Clare Geisen, Iris Ingram, Sue Johnson, Dave Keebler, Bill Pearce, Patricia Parham, Ramiro Sanchez
Guests: Rupinder Bhatia, Mike Cummiskey

1. Review Minutes of 10/07/2010

2. Banner Financial Aid
   - Status Report
     Mike reviewed his written report and discussed setting up the new year. The implementation is on target.
   - Primary College updates – move responsibility from A&R to FA
     Rupinder discussed the special college fees as it pertains to the student's primary college. A meeting took place between the FA Officers and the Registrars where they agreed with moving the responsibility from A&R to FA. The EVPs and VPs will make the final decision. Bill stated that a decision is needed by the next ATAC meeting.

3. Banner 8 Upgrade
   Bill reported that the upgrade went very smoothly; it was a great team effort. There are a few minor issues that need to be addressed. There is a need to keep current with the Banner patches more so than in the past due to the implementation of FA. The Banner Student Group will begin meeting regularly again next week. The list of Banner issues/requests that was put on hold due to the upgrade will now be reviewed. This group handles Banner requests on the student side, not the financial side. Bill asked if a similar group for the financial side was wanted. Sue shared that DOC addresses the financial side of Banner. The Luminis Core Group will also begin meeting now that the upgrade is completed. Dave will send the EVPs a member list of the two groups for their review.

4. Banner Drop for Non-payment Schedule
   Dave reviewed the Drop Schedule hand out. Sue discussed the current policy. After a discussion, it was decided that, beginning with summer/fall registration, the current policy of payment due upon registration will be enforced. A major marketing campaign will need to be launched in the spring semester to alert students. Other suggestions were offered such as a pop up during the registration process that displays the payment plan options, and an alert stating that

registration has not been completed if the student tries to exit without payment. Sue added that times have changed since the policy was created and that it is probably time to review and update it.

5. Data Mart
    The group has met 5 times. Dave reviewed the handout. Dave will bring a full set of the requested reports to the next meeting.

6. Banner Credit Card Payment Processing
    Dave discussed the two demos presented by the vendors TouchNet and Higher One. Higher One has a debit card disbursement system and a one card system. TouchNet has partners that handle it. Students will end up with debit cards for FA instead of checks. Implementation should be 8-12 weeks. An implementation goal needs to be established by Summer/Fall registration and should be in place and tested before the enforcement of the drop policy in April.

7. One Card RFP
    Was not discussed.

8. Other Business
    The D2L upgrade has many new features. Dave discussed bringing a D2L trainer on-site for a 3 day 'train the trainers', possibly with faculty training on the last day. The cost would be approximately $9,000.00 plus travel expenses of approximately $1,800.00. The first week of January is being explored as a training date.
    .

9. Next Meeting
    The next meeting will be November 4.