



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

ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE

JANUARY 6, 2011

8:30-10:00 AM > DAC MPR

MEETING NOTES

Attendance: John al-Amin, Erika Endrijonas, Dave Fuhrmann, Clare Geisen, Iris Ingram, Sue Johnson, Dave Keebler, Ed Knudson, Bill Pearce, Patricia Parham, Ramiro Sanchez

Guests: Jay Wysard, Rick Shaw, Rupinder Bhatia, Melinda Wibby-Bryan (SIG)

1. Review Minutes of 12/02/2010
2. VCCCD Strategic Technology Plan – Document Review
Dave reviewed the Strategic Technology Plan, and requested any input that the group had to offer. The progress of the projects listed in the plan was discussed. Information on staffing levels at VCCCD and in comparison with other college districts still needs to be included. Dave will email a copy of the plan to those who request it for their suggested modifications.
3. Human Resources - Minimum Qualifications Project Discussion
9:15 AM - Call with Melinda Wibby-Bryan of SIG

Bill introduced Melinda from SIG. The goal is to store a faculty person's qualifications in Banner, plus the discipline for which they were hired, and match their assigned courses to their qualifications. Bill, Dave, Patricia, and Jay met before the winter break regarding this project and shared the spreadsheets that were developed with Melinda. Based on that information, Melinda was asked to prepare preliminary suggestions for implementation. She presented different possible options, displaying different Banner screens that could be utilized. A discussion ensued and it was decided that the next step would be for Bill to send a spreadsheet with the course catalog information to the EVPs. The EVPs will map the subject codes and course numbers to the discipline and return the spreadsheet to Bill by January 31, to be ready for the next ATAC meeting.

4. Other Business
There was no other business.
5. Next Meeting
The next meeting will be February 3, 2011.