

Action: A Webinar with TutorTrac will be scheduled for the ATLAS Planning Group.

3. Interim Report

- Val Rodgers informed the group that she received an email from the ATLAS Program Officer informing her that an Interim Report for the ATLAS Grant is due April 29, 2011.
- She asked the group to provide highlights of the goals for each area, extent to which the expected outcomes were achieved, and contributions the project has made.
- She indicated there is a Project Status Chart which she has completed and will be sending it out to the group for their review and comment.

Action: The group to provide information by the end of the next week.

4. ODS Update

- Jeff Cantwell gave an update on the Operational Data Store (ODS) model, and the assessment of the student module in Banner. The student module assessment was performed by Paddy Wong from Strata Information Group (SIG) who has provided a report which lists recommendations to address specific areas to enhance student services.
- He would be meeting with SIG to determine the cost of implementing SIG's recommendations and looking to spread the cost over the five years of the ATLAS Grant. The high range is estimated at \$104,000 to have SIG come on sight and do all upgrades on Banner.
- Jeff Cantwell informed the group that he would be meeting with Gloria Carmona, Jan Magno, and Kathy Berry to prioritize what can be implemented.
- The intent of the assessment is whatever is implement will be self-sustaining by the institution.
- Jeff Cantwell updated the group on launching ODS and is working on formalizing cost and moving to the next step.
- Todd Finnell informed the group that the institution needs to move in this direction because it does not have a sustainable model of being able to provide the type of data and reports to support the different departments.
- Todd Finnell informed the group that the total cost of implementation is approximately \$140,000 which includes training, one-time licensing fee and consulting fee. There is an annual maintenance cost of \$15,000, and he is working on offsetting the cost with the current IT budget.
- Todd Finnell informed the group he spoke with Sergio Lopez, Dean of Student Services about the student debit card, and Sergio is on board.

The meeting was adjourned at 11:00 a.m.

server to virtualize all servers; and purchase and install wireless access points campus-wide.

3. ATLAS Activities Year 2

- The group discussed ATLAS Activities for Year 2 which will include the following:
 - ODS dashboards;
 - SYOSPROFILE module;
 - Wireless deployment in February;
 - Computers in the smart podium;
 - 11G Oracle upgrade;
 - Official training of the technicians with Tutor Track;
 - Implement of a Microsoft IT Academy;
 - Student ID Card system will be implemented;
 - Student stations with print access;
 - Business center for faculty.

- Valerie Rodgers and Michael Heumann will work on a Year Two Activity spreadsheet and forward to the group.

The meeting was adjourned at 11:15 p.m.

b) IT Co-Coordinator Update

- Jeff Cantwell reported DegreeWorks was launched to the students on November 21, 2011. He indicated that some training still needs to take place. Good news is that students are using DegreeWorks and counselors are informing students that this tool is available to them to help create their academic plan.
- Announced that Waitlist was implemented for spring semester and it is working very well. There are currently 1200 students on Waitlist.
- Announced Operational Data Store (ODS) is up and running, and working on a plan on how to manage the report demand that is currently being requested.
- Todd Finnell gave an update on the wireless bids that are taking place. He indicated they are down to two vendors and will be making a decision soon.

2. Annual Performance Report

- Valerie Rodgers went over a draft of the Annual Performance Report with the group.
- The group discussed the impact of the Title V Grant on the institution. During the first year of the grant, ATLAS funds allowed the college to implement a number of improvements to benefit students, faculty and staff which include the following:
 - Microsoft's Live@edu (student email account, 25 GB of cloud storage, and virtual versions of Microsoft Office applications);
 - Banner Upgrades (waitlist system, online schedule, pre-registration checklist, and bill generator)
 - DegreeWorks implementation/training;
 - Operational Data Store System implementation /training;
 - Faculty Training.
- The group reviewed and discussed the unexpected outcomes in Year 1 which resulted from the contract with Fiscal Crisis and Management Assistance Team (FCMAT) to review our support structure for delivery of technology support and services. The FCMAT review resulted in improvements to the IT department structure and skill sets that were beneficial to the entire District. It has led to discussions on implementation of an IT Academy on campus to promote technical certification for students and staff.
- The group discussed another unexpected outcome in Year 1 that came from a trip to Kern Community College District to look at their online storage system. As a result of this trip, the college has begun the implementation of our own online data store with the help of Kern IT staff.
- The last unexpected outcome in Year 1 was leveraging ATLAS Grant funds with District RDA funds and construction funds to expand the goals of the grant beyond what was planned. As a result, the District was able to implement a new data center; purchase two blade servers and one SAN