ATLAS PLANNING GROUP
Wednesday, December 1, 2010, 12 Noon

Minutes

Attending:
Jeff Cantwell, Technology Co-Coordinator
Dawn Chun, Director of Research, Planning, and Grant Administration
Todd Finnell, Vice President for Information Technology
Michael Heumann, Instructional Co-Coordinator
Val Rodgers, Project Director
Omar Ramos, Webmaster
Gordon Bailey, Director of Technical Services
Adriana Sano, Administrative Assistant
Mary Jo Wainwright, Instructor

Computer literacy training for instructors
The group discussed computer literacy training issues for faculty. Several suggestions were debated, and it was decided that the group should review best practices and continue the discussion at a later meeting.

Assessment of job skills for computer tech employees
Todd Finnell reported that the assessment of job skills for computer tech employees is on track.

Instructional Co-Coordinator Update
Michael Heumann updated the group on activities of the faculty training team. Since his call for applications for the train-the-trainers conference he has received 13 responses. He and Valerie Rodgers discussed plans to hire consultants to do specific content in areas outlined in the grant (classroom technology, culturally responsive teaching, social media for the classroom, and paired classes/collaborative learning) as well as training on how to develop an effective training session for faculty.

Tech Co-Coordinator Update
Jeff Cantwell and Todd Finnell updated the group on activities for the technical side of the grant. The plans to visit Kern Community College to review their data story system have been confirmed. A group which includes the vice presidents will be traveling to Kern on December 6 and 7.

Banner Capabilities for Scheduling
Michael Heumann reported that at last week's Basic Skills meeting, the group decided to go ahead with a pilot Accelerated Learning Program, which would allow students in English 99 to take both 99 and English 101 at the same time; the 101 class would be full size, but the 99 class would have only 8 students. This fits perfectly with our various plans in ATLAS for collaborative learning and paired classes. However, one worry that came out concerned Banner's ability to handle these sorts of classes--namely, classes where students can be concurrently enrolled in both the transfer-level class and the prerequisite

for that class. Also, can Banner be set up to require students enrolling in one section of English 99 to also enroll in the 101 section? The group discussed the matter and decided that Matthew Thale should be consulted, and these issues may need to be resolved by consultant hired to train staff in the use of the Banner Student Module.

The meeting adjourned at 1:30 p.m.