



Imperial Valley College  
ATLAS Planning Group Minutes  
Arts & Letters Conference Room 2780D  
Thursday, February 02, 2012  
1:00 P.M.

**Attending:**

Michael Heumann, Project Director  
Angie Ruiz, Instructional Co-Coordinator  
Sidne Horton, Instructional Co-Coordinator  
Todd Finnell, Vice President Information Technology  
Jeff Cantwell, Director of Application Services  
Jeff Enz, Director of Enterprise Systems

**Recorder:**

Adriana Sano, Administrative Assistant

1. **Updates**

**a) Instructional Co-Coordinator Update**

- Michael Heumann, ATLAS' new Project Director, welcomed Angie Ruiz and Sidney Horton to the group. Angie and Sidne will be sharing the Co-Coordinator position.
- Angie Ruiz announced that the Society for Technology and Education Conference (STEC) would be held in San Diego this year in June and commented that this would be an excellent conference to attend.
- Michael Heumann announced that the turnout at the ATLAS Hands-On 2020 Conference was very well attended and feedback has been very positive. There was good dialog among faculty and trainers.
- Angie Ruiz informed the group that Futures Forums are being planned for March, April and May.
- Todd Finnell shared with the group ICOE's Innovation and Training Center. The setup is nontraditional with modular desk facing in different directions for mobile teaching, the motto being there is "no front of the room" all seats are good seats. He would be taking the Technology Planning Group at their next meeting on a Site Tour to see this new innovation. He commented on ICOE's Innovation Day that recently took place and its focus being mobile applications, and suggested bringing in one of these speakers to showcase at one of the Futures Forum, specifically Donald Holder from Riverside Unified.
- Sidne Horton suggested that IT Academy be a topic of discussion at one of the Futures Forum. Todd indicated he could request a videoconference from the project lead from Microsoft IT Academy.

## **b) IT Co-Coordinator Update**

- Jeff Cantwell gave an update on the following:

### **DegreeWorks**

- DegreeWorks a degree audit tool for students has been fully launched and is available to students through the IVC website. The website is currently being worked on to make it more visible to students and faculty.
- Todd Finnell indicated that Trinidad Arguelles, Counselor has been going into classrooms when ask to by faculty to give an overview of what is DegreeWorks and how it works; he is working on a video that will be pushed out to faculty to introduce to students to educate them on DegreeWorks' functionality.
- This year IT is working on phase two of implementing DegreeWorks which includes a Financial Aid component and an Athletic component. Thanks to the ATLAS Grant, IT will be able to fully implement all components of DegreeWorks which was originally purchased by the ACCESSO Grant.
- Training support staff to do scribing on DegreeWorks will take place March 5, 2012 – March 8, 2012.

### **Other Upgrades**

- Jeff Cantwell informed the group that IT has implemented a new Banner Back-up Disaster Recovery System. Banner data is backed up nightly by a company called Evault in Utah.
- IT is working on upgrades to Oracle 11g which is the base for the Banner software.
- Drop for Non-Payment is currently done manually and IT is looking at other colleges for a solution and hoping to have it fully implemented by fall semester.
- Todd Finnell informed the group that SunGard Banner and DataTel have merged and not sure what the outcome will be, more to come on this merger.

### **Operational Data Store**

- Jeff Cantwell reported that ODS is up and running; IT is currently processing and analyzing the data that is coming out of the reports.
- He indicated that ODS is an ATLAS funded project.
- Next step is to replace Enlighten and Project 1 with Argos.
- The purpose of ODS is having a common way of reporting and managing data for the District.

### **Wireless**

- Jeff Enz reported that phase one is complete which consist of replacing all existing access points; his team is now working on installing access points in all buildings.
- Reported he is working with a company called Accuvant to create a layout plan of the whole campus with recommended access points.
- Phase two will consist of installation of the wiring and authentication.

- The timeline for completion is by the end of the spring semester.
- Michael Heumann reported that the wireless in the 2700 Building is working great.

### **Printer Kiosk**

- Todd Finnell informed the group that students will have the ability to print and copy throughout campus once the implementation of the Printer Kiosks and Student ID Badge System is complete.
- One kiosk will be located in the library, and one in the quad area next to the ATM machine. The kiosks will be used by students to load their ID card with money for printing.
- Students will be given a set amount of free print jobs each semester which will be loaded on their ID Card.
- Copy Centers for students and faculty are being installed, currently there is one in the 2700 Building; and one will be placed in the 100 Building.

### **Virtualized Servers**

- Todd Finnell informed the group that IT is working on having all data saved on a virtual server versus staff's desktop hard drive to safeguard staff data.
- Informed the Group that Microsoft Exchanged will be migrated to three virtualized servers and will be migrating to Microsoft 2011.

## **2. ATLAS Time & Effort Reports**

- Michael Heumann informed the group that time and effort reports are due monthly. The Co-coordinators will each report 30 hours a month spent on ATLAS.

## **3. ATLAS Activities Year 2**

- The group reviewed the ATLAS Year 2 Activity Report and discussed moving forward with the migration of TutorTrac to the new virtualized server. Once this is accomplished, then discussion can begin in training 10 computer technicians on the new version of TutorTrac and begin collecting data to accomplish Objective 1.4 of the ATLAS Grant.
- Todd Finnell reported that he has met with Efrain Silva and Angie Ruiz on starting the first phase of the IT Microsoft Academy. The next step is getting the implementation team together to discuss the curriculum.

## **Adjournment**

The meeting was adjourned at 2:00 p.m.