



Imperial Valley College
ATLAS Planning Group Minutes
Arts & Letters Conference Room 2780D
Thursday, February 3, 2014
3:30 P.M.

Attending:

Michael Heumann, Project Director
Sidne Horton, Project Coordinator
Jeff Enz, Director of Enterprise Systems
Jeff Cantwell, Director of Application Services
Brian McNeece

Recorder:

Michael Heumann, Project Director

1) Updates

a) Instructional

i) Winter Fest

- Sidne Horton gave an update on the Winter Fest. There were 30 people in attendance; and two sessions were offered consisting of beginning Blackboard Training.
- Next year, there will be a Winter Session, so it will be trickier to repeat.

ii) ATLAS Training

- Sidne Horton reported two student training took place:
 - 1/23/14 - 5 students attended;
 - 1/28/14 – 28 students attended.
- The difference was that one teacher brought her entire class. Perhaps more classroom-specific trainings (captive audiences) can be scheduled in the future.
- Blackboard faculty training is scheduled for second week in February.
- The group discussed video creation workshops for the campus; creating videos for different departments.
- Jeff Enz suggested working with the STAC committee to let students make the videos. Sidne H. indicated she would be interested in working with STAC.
- Sidne asked for suggestions on training topics. A number of upcoming software tools were discussed, including Starfish, Comevo, and SPOL.

b) IT

i) Starfish Update

- Jeff Cantwell gave an update on Starfish; the committee is working on getting data into Starfish.

ii) Banner HR Module

- Jeff Cantwell reported the HR Project is on hold due to a turnover in the HR Department.

iii) DegreeWorks

- Jeff Cantwell informed the group that DegreeWorks Scribe training is scheduled for next week.

iv) Computer Refresh

- Jeff Enz informed the group that the focus in the next few months would be to circle back on the projects that have been completed, projects that need a bit more work to finalize, and/or projects that need to be fixed due to the move to the 900 building.
- Replaced 216 computers in January.

v) Renovating/Updating the Music Dept.

- Purchased one unit for this semester for the Music instructors to use and test out; if they like it, more units can be purchased.
- The plan is to develop a refresh plan for replacements in the future.

vi) ELMO Carts

- All carts are installed, but there were a few that were damaged in shipment, and rooms 305 and 1103 are without the equipment right now.

2) APR

- Michael Heumann gave an update on the APR. Sally Griffin was ecstatic about the APR; there were great results across the board.
- Michael showed the group a chart of the different data that would be needed to acquire for Year 4.

3) External Evaluator Visit

- External Evaluator visit is scheduled for April 28, 2014. Hopefully we can begin discussing the next HSI grant during her visit. Michael

will work on scheduling meetings with individuals on campus who might be interested in working on the next grant.

The meeting was adjourned at 4:30 p.m.