ADMINISTRATIVE COMMITTEE OF TECHNOLOGY MEETING  
Monday, January 21, 2010  
10:00-11:00 am  
SSC 233

Minutes

Members present: Terry Kleffman, Sara Long, Theresa Rider, Diane Brice, Dale Longbine, Carol Moore, Jon Bellah, Jason Norman

Members absent: Kay Mooney, Brenda Waren, Kim Davis

Guests: Olga Bustos, Joy Connors

I. Action Items
   a. Approval of the Minutes – Motion made by Theresa to approve minutes as written, seconded by Sara, motion passed, minutes approved.

II. Discussion/Information Items
   a. UI 4.0 – Some issues are being fixed in UI 4.1 that will enhance it usability. UI 4.1 is scheduled to be released by January, February. Existing users of UI Web will start using UI 4.1 by early March.

   b. ITC – No report

   c. ATC Update – No report

   d. Project List – Continue to send work requests through HelpDesk.
      • Processing Colleague email through Outlook
      • Registration confirmation will be added to the email being sent once we have confirmed it is working for the existing reset password, payment processes.
      • Classes that have incomplete grades will be deactivated. Brian Nixon and Patsy Lemaster will decide how to present it to the Academic Committee.

   e. Software Updates – A list of the updates installed in the test account was given to the members. We plan to install the updates on February 19th

III. New Business Items
   a. ImageNow Upgrade 6.15 to 6.4 – Will be held back until the next scheduled update on February 19, 2010
   b. Web Advisor Server- Tim is working on WebAdvisor server, near completion.
   c. Payment Card Industry (PCI) Compliance - Linda and Terry and looking at options to meet the compliance issues.
   d. Unidata Database Upgrade – The current version support will end June 30th, 2010. A new version will be installed on the development server then upgrade the live account in before the end of June.
IV. **Updates and Announcements (All)** –
   a. ITS has a new employee; Satish Gangane, he will start on Monday January 25, 2010. Satish is our newest System Analyst III.
   b. W-2’s are being printed today.

**Next Meeting**
February 15th, 2010

**Members:**

1. Terry Kleffman
2. Jon Bellah
3. Diane Brice
4. Brenda Waren
5. Kim Davis
6. Sara Long
7. Kay Mooney
8. Carol Moore
9. Jason Norman
10. Theresa Rider
11. Dale Longbine