SARS Phase II Meeting Minutes  
March 19, 2013 1pm -2 pm

Attendees: Chien Shih, Suzanne Yamada, Jerrick Woo, Susan Malmgren and Kari Elliott (note taker).

**SARS Phase II Objectives**

- Install SARS message and texting option.
- Replace Foothill KA (Kinesiology & Athletics) division Red Canyon with SARS TRAK.
- Review and improve De Anza Student Success Center installation.
- Clean up applications and users list of installed SARS components at both colleges.
  - Susan will give lists to Kari for cleanup; users will be given an expiration date instead of being deleted.
- Additional Departments to be on eSARS/SARS.
  - De Anza Transfer Center.
  - De Anza Student Success Center.
  - De Anza Student Success Retention Services-SARSTrak.
- Install eAdvising and pilot testing with one division.

**SARS Project web site – Website will be updated weekly.**
http://ets.fhda.edu/sars

**Progress report**

- Texting and SARS Message.
  - Implemented Messaging for Foothill Counseling department.
    - Working – confirmed.
  - Students must opt out for each department sending messages – specs have been written – Jerrick complete end of week.
  - Students who opt out need to be recorded in Banner.
- Kiosk Installation:
  - DA Student Success Center (L73A)
    - Service request with Facilities to move power.
  - Tutorial Center is requesting additional kiosks to help manage lines; have put in ticket with Call Center.
    - S43 currently uses an extension cord and Wi-Fi; need to open work order with Plant Services to get power and Call Center for network drop.
- eAdvising installation 10/31/2012
  - Foothill Counseling may use; need to follow up.
  - Put into MyPortal on student tab.
  - May not do; have not received feedback from De Anza yet.
- Reporting Issues Update.
  - Not satisfied with CSV reports; still has not been resolved.
  - PDF formatted reports need to have corresponding CSV report.
- De Anza Tutorial Center – installed GRID.
  - Kiosk does not display drop-in appointments.
  - Want same setup as Foothill PSME.
- Kiosk should log into GRID not TRAK.
  - Workshops at De Anza requesting eSARS for Spring quarter.
    - Students on probation need to sign up for workshops.
    - Limit which students can log in based on probation status; need flag for probation status.
    - Discuss with Jim Doty at SARS.
- International Students Office wants GRID in their office.