

Banner Security, Training & Deployment Meeting Minutes

January 31, 2011, 3:00pm-4:00pm

Attendees: Chien Shih, Drake Lewis, Bill Baldwin, Kathleen Moberg, Susan Malmgren, Mary Kay Englen, Rich Schroeder, Suzanne Pfeiffer, Paul Starer, Julie Ceballos and Kari Elliott (note taker).

On Going Project Update:

1. Foundation Go Live in March – on target.
2. BDMS – Hershey Conversion:
 - Archive system will use social security number, anything new will use CWID.
3. Degreeworks:
 - Kent McGee and scribes will meet to make sure everyone is on the same page.
 - Begin scribing early February if everything ok.
4. Leave Reporting:
 - Automate online.
 - Use out of box Banner and merge with EPAF.

Objectives:

1. Banner Bulletin:
 - In production.
2. Waitlist:
 - Faculty Association hybrid solution.
 - Test in Summer quarter.
 - Implement in Fall quarter.
 - Distance Learning script (turn off add code, then back on 3 days after class starts).
 - Exception to Faculty Association requirement.
 - Cannot make decision yet – negotiating with Faculty Association.
3. Course Studio Update:
 - Documentation is complete.
 - Need training schedule.
 - Demo February 1, 2011 for faculty.
 - Once finalized, Susan will begin preparing training material and schedule for March.
 - Have at least one formal training at each college.
 - Julie will demo to English Department March 1, 2011.
 - Chat may not work, but can turn off.
 - Turn on March 1, 2011.
 - Faculty will have to turn on for their classes.

Take away items

1. Walk through demo of Course Studio next Monday February 7, 2011.
2. Deadline for Course Studio is March 1, 2011.
3. Formal training vs. demos for Course Studio.
4. Follow up Course Studio progress every week.