Banner Security, Training & Deployment Meeting Minutes
March 7, 2011, 3:00pm-4:00pm

Attendees: Chien Shih, Susan Malmgren, Suzanne Pfeiffer Kurt Hueg, Bill Baldwin and Kari Elliott (note taker).

On Going Project Update:
1. Foundation Go Live March 28,2011:
   - 2 weeks behind schedule.
2. BDMS – Hershey Conversion:
   - On schedule for June 30, 2011 Go Live.
3. Degreeworks:
   - Will have Mike West (SIG) audit Foothill catalog.
   - Conference call March 8, 2011 with training consultant at SGHE to discuss training schedule.
   - On target for June 30, 2011 Go Live.
4. Leave Reporting:
   - Suzanne Pfeiffer meeting with Gigi next week.
5. Procard:
   - On target for March 15, 2011.

Objectives:
1. Banner Bulletin:
   - Target announcement has gone out to colleges.
   - Continuity is needed in college calendars.
     - Add grade availability to both calendars.
     - Kurt needs information ahead of time to send out target announcements (date to register, grade availability).
2. Waitlist:
   - Open class list channel on Student tab for Fall quarter.
   - Distance Learning link for late adds to faculty email and add to waitlist.
3. Course Studio Update:
   - Turn off chat capability for Spring quarter.
     - Still working on; trying to fix in time for Spring quarter.
     - Kurt has already sent target announcement to faculty.
     - Presented to academic senate.
     - Training schedule will be sent out as announcement this week.
4. Security Report:
   - Auto distribute to team leads (Finance, Financial Aid, HR and Student) who has access to module.
   - Will call meeting with Team leads when report ready.
   - PCI-DSS audit requirement.
5. ARGOS:
   - Evisions trainer – Early April.
   - SIG developer as alternative to Evisions.