EIS Core Committee Minutes
December 10, 2012

Attendees: Chien Shih, Hector Quinonez, Kathleen Moberg, Tom Roza, Drake Lewis, Joe Lampo, Bill Baldwin, Susan Malmgren, Suzanne Pfeiffer, Kurt Hueg and Kari Elliott (note taker).

Agenda Items:
1. Process for locking out INB access for inactive assignments.
   - Run student and separation report once a month.
   - Modify report to include casual employees that do not have active assignments.
   - Lock out INB access for students and casual employees with inactive assignments.
   - Run script to purge inactive assignments 12 months old or older.
   - Team members approve of process.
2. Faculty Leave Reporting – March 2013, Spring quarter.
   - Go Live with one division January 2013 – Foothill PE.
   - Go Live with another division February 2013 – De Anza Business.
   - More internal testing in December.
   - More front end testing needed.
3. Oracle 11g Conversion.
   - Issues with upgrade and connecting to Oracle database; cannot implement until resolved.
   - Working on finding root cause to upgrade issues.
4. Hyperion and ARGOS
   - Hyperion is still used heavily by various departments.
   - Request more training for converting Hyperion to ARGOS reports.
5. IA Plus system retires June 30, 2013.
   - All data moved into Oracle or Banner by June 30, 2013.
   - Have plan to migrate historical data.
6. FSA Atlas.
   - Infrastructure in place; go live Spring quarter 2013.
   - Colleges currently using work around.
   - Discussions of additional recruitment and CCCApply for international students need to be looked into, International student offices were not interested in CCCApply, and have different requirements.
7. Early Summer Session at Foothill – Foothill has decided to continue having early Summer sessions.
   - Impact on Financial Aid, Registration and Finance need to be discussed.
   - Foothill Financial Aid is asking for an exemption from the department of education – waiver granted.
     - Would allow same work around used from last year.
   - Delay separating tables.
     - Consultant will be onsite in January 2013 to help with tables.
8. Pay to stay decision made by Senior Staff; Students must pay or sign up for installment plan when registering.
   - Drop students from courses not paid instead of by outstanding balance (was done in IA Plus); students would not be dropped by courses already paid for.
   - Better notification of drop for nonpayment to students.
     - Currently send 3 emails.
     - Use SARS for additional texting message option in future.
9. Review Banner Issues Completed List (handout).
   - Report any changes to Chien.