# EIS Core Committee
## February 14, 2011 Meeting Notes

Attendees: Chien Shih, Hector Quinonez, Tom Roza, Paul Starer, Suzanne Pfeiffer, Drake Lewis, Kathleen Moberg, Rich Schroeder and Kari Elliott (note taker).

1. Backfill Dollar Allocation:
   - Second round of allocations was based on the first round; Luminis Team did not need their second round allocation.
   - Student account is still low; need to see if Rose Myers is still charging Student account (a separate FOAP has been set up for her).
     o Kathleen and Chien will meet to discuss.
   - HR/Payroll will review their accounts; may need to do labor redistribution because Banner account was charged mistakenly.
   - Foundation had requested $20,000 for backfill and would like to be separated out of Student.
   - Cindy requested Financial Aid's allocation of $19,500 go to Foundation.
2. Team Issue List:
   - Chien will email a blank issues list to each team lead every week to update or add new issues.
   - Issues list will be collected every Thursday to be posted.
   - The FAQs for the Project Status (Banner Bulletins) is now a link on the channel.
     o Will add Instructional Support and Foundation team leads to the FAQs.
3. Foothill Distance Learning Request:
   - Allow Judy Baker ability to send out targeted messages of open classes.
     o She receives an open class list every week.
   - Core members do not want to limit ability to send out target message to just Distance Learning; it should be offered to all deans at both campuses.
     o Target messages would be broadcast to all students.
     o All messages sent at De Anza go through the Web Team.
   - Another option is to create a channel on the Student Tab with a drop down menu of open and closed classes in real time.
   - Chien will bring this up at next Student weekly meeting February 17, 2011.
4. Allowing Outside Users access to Banner:
   - Stanford faculty member need access to Student module.
   - More discussion needed.
5. Student Information Channel Demo:
   - Request to add work study hours balance for work study students.
   - Work study students have a channel showing work study hours.
   - Information in channel based on SSB roles.
   - Once live, would turn off INB roles.

**Take Away Items:**
1. Chien will bring Foothill Distance Learning request to send out target messages at next Student weekly meeting February 17, 2011.