EIS Core Committee
July 12, 2010 Meeting Notes

Attendees: Cindy Castillo, Drake Lewis, Ron McFarland, Tom Roza, Kathleen Moberg, Paul Starer, Carol Green, Kurt Hueg, Andrew LaManque, Rich Schroeder and Kari Elliott (note taker).

1. Post-pone registration dates:
   - De Anza Instructional VP approved moving registration date from July 27, 2010 to August 3, 2010.
   - Foothill is still deciding approval to move registration date from July 22, 2010 to August 3, 2010. Schedule has been sent to printers with July 22, 2010 registration date. Paul Starer will follow up and advocate for August 3, 2010 registration date since online schedule will not be ready by July 22, 2010.
2. Load Testing Update:
   - Scheduled for July 14, 2010.
3. INB is slow:
   - All depts. reporting slowness.
   - Need to investigate.
4. Winter Schedule – Convert vs. Ground Up in Banner:
   - Converted Fall and Summer schedule.
   - Many modifications allowed in Plus; Banner does not allow modifications.
   - 2500 sections manually modified.
   - Committee agrees to build Winter & Spring schedule in Banner; suggestion to build from ground up in Banner will be made at Sr. Staff meeting July 13, 2010.
     - Will need a clear schedule for building – deadline mid October.
     - Can convert from Plus mid September if October deadline cannot be met.
     - Susan Malmgren, SGHE and other colleges can help with training.
     - On call support – Susan Malmgren & Kari Elliott
     - Set up issue – tech resources; May need to involve Jane Swanson & Denise Perez.
     - Key Milestones – overall training (2 sessions at both colleges lead by Jane & Denise), test/validation, move into production.
5. Monitor Classes Report:
   - Ready by July 20, 2010.
6. Add Codes – addressed and resolved with patch.
7. Roster – July 22, 2010.
8. Provisioning Luminis Accounts:
   - Lock out
   - Correct attributes – still cannot log in (Middlefield); ETS is working on.
   - Staff up A & R and Call Center during peak times
     - Additional support for each college.
     - 2 persons per college from August to mid October.
     - Kurt Hueg & Paul Starer will work on for Foothill.
     - Kathleen Moberg will work on for De Anza.
9. Training End Users:
   - Discuss further at next meeting.
10. PR to faculty and students:
    - Up sell benefits of Banner.
    - Chien Shih & Fred Sherman will work on.
11. Fine Grain Access:
    - Mask social security numbers.
    - Address after Fall registration.
12. Financial Aid:
    - Roll student employees into new fiscal year.