

## **EIS Core Committee Minutes**

### **February 25, 2013**

**Attendees:** Chien Shih, Hector Quinonez, Kathleen Moberg, Robin Lyssenko, Suzanne Pfeiffer, Laureen Balducci and Kari Elliott (note taker).

#### **New Issues:**

1. Notification of upgrades/changes to Banner.
  - Notice is sent out to Core Team Leads, but not all affected staff received notice.
  - Expand notice to include campuses.
  - Create flow chart.
2. Need to complete 11g testing this week.
  - Need to move into Production March 1, 2013.
  - Can schedule D270 for testing.

#### **New Projects:**

1. Pay to Stay.
  - Implement Fall quarter or early next year.
  - Phase I.
    - Implement installment plan.
  - Phase II.
    - Implement pay to stay – Winter quarter 2014.
  - Touchnet demo well received.
  - Will need consensus from both colleges on which vendor to use; kickoff meeting after vendor is chosen.
2. ID Card Replacement.
  - Teams created; kickoff meeting scheduled for end of February 2013.
  - Phase I.
    - Printing conversion; separate from ID card.
    - Requires upgrade to Go Print.
      - 12 departments, 600 terminals at both colleges.

#### **Critical Success Factors for ID Card Replacement Project – completed by end of year:**

1. Quick and easy way to replace lost cards.
2. Quick production run for new cards.
3. Successful balance forward of old cards.
4. Equipment and facility ready on time for new card production.
5. On time delivery of key objectives.

#### **Pending Projects:**

1. Luminis and Course Studio/Group Studio.
  - Policy needed to support both services.
  - ETS recommends not implementing Luminis 5.
2. Open CCCApply Conversion.
  - XAP CCCApply will compete with State Chancellor's office.
  - Recommend starting implementation process in 2014.
3. eTranscript & Workload Improvement Issues.
  - Affects both colleges.
  - Need process that can scan and put into Banner.
  - Colleges hardly receive electronic transcripts.
  - Research Credentials, Inc.