EIS Core Committee Minutes
January 14, 2013

Attendees: Chien Shih, Kathleen Moberg, Tom Roza, Kevin Harral, Dorene Novotny, Hector Quinonez and Kari Elliott (note taker).

Agenda Items:
1. Text Message Replies.
   - All text messages come from same phone number; when student opts out from receiving messages from one department (like Financial Aid), will they also opt out from receiving messages from other departments?
     - Core members decided students must opt out from receiving messages from each department, opting out from one department will not stop messages from other departments from going out.
     - Will need to setup three opt out messages; Financial Aid, Student and Counseling.
   - Need a place in student's record to record the texting opt out; keep from being included in next list.
   - Test message sent out to Financial Aid students was successful.
2. Course Studio Support.
   - Suggested support procedure, DA Julie Ceballos, FH (TBD) to support the first line user request, if they have technical support issues or problems, contact Call Center and Joe Lampo's group will support it afterwards.
   - Need to contact Kurt Hueg or Judy Baker for Foothill contact.
3. Faculty Leave Reporting – March 2013, Spring quarter.
   - Go Live with one division February 8, 2013 – Foothill PE.
   - Go Live with another division end of February, early March 2013 – De Anza Business.
4. Oracle 11g Conversion.
   - Upgrade HP-UX to version 11.31 January 18, 2013.
   - Build Oracle 11g home directory January 22, 2013, pointing at PRODN.
   - Certify February 1st or 8th.
   - Install Financial Aid 8.16 and CalB-FA 8 together in February.
5. Behind on Banner Upgrades.
   - Need to update to current CalB; begin researching.
6. IA Plus system retires June 30, 2013.
   - All data moved into Oracle or Banner by June 30, 2013.
   - Have plan to migrate historical data.
7. FSA Atlas.
   - Infrastructure in place; go live Spring quarter 2013.
   - Colleges currently using work around.
   - Looking into iApp developed by Santa Monica College.
8. 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.
9. Campuses have proposed start date for Summer quarter by July 8, 2013.
10. Financial Aid – Higher One contract up for renewal this year.
11. Pay to stay decision made by Senior Staff; Students must pay or sign up for installment plan when registering.
    - Students will need to pay or sign up for installment plan when registering for classes.

- Mandatory fees vs. voluntary fees.
- Should not charge credit card fee to student.
- Implement for Fall Quarter 2013; will have to use Touchnet.
  - If another payment gateway is chosen, implementation will be after Fall Quarter 2013.

12. Review Banner Issues Completed List (handout).
- Report any changes to Chien.