

## **EIS Core Committee Minutes**

### **March 25, 2013**

**Attendees:** Chien Shih, Kathleen Moberg, Tom Roza, Suzanne Pfeiffer and Kari Elliott (note taker).

#### **New Projects:**

1. Pay to Stay.
  - Implement Fall quarter or early next year.
  - Phase I.
    - Implement installment plan including ACH Fall quarter.
    - Most likely will use Touchnet for installment plan; current payment gateway and would be easier to implement by Fall quarter (both colleges agreed).
    - Run installment plan for a couple of quarters before implementing pay to stay.
  - Phase II – Three Options:
    - Keep drop for nonpayment; can send texts as well as messages to students.
    - Implement rolling drops; drop automatically if students do not pay for classes in pre-determined amount of time.
    - Implement pay to stay; students must pay or signup for installment plan when registering for classes.
2. ID Card Replacement.
  - Reviewing 3 vendors: NuVision, Multicard and Advantidge.
  - Phase I.
    - Printing conversion; separate from ID card.
    - Requires upgrade for Go Print; if colleges decide to stay with Go Print.
      - 12 departments, 600 terminals at both colleges.

#### **New Issues:**

1. FERPA training.
  - A & R offices do their own training.
    - Can handle INB users.
  - Board Policy needed for employees.
    - How long is the training good for; hard to keep track.
    - Directory policy now in place; Board just approved.
    - Suzanne Pfeiffer will summarize and bring to senior staff.
2. De-provisioning of email accounts.
  - Need a formal separation policy from District.
  - Criteria for removing permanently.
    - Retirees with benefits will be maintained.

#### **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. – closer to uploading etranscripts into Banner.
4. Ellucian Mobile App Solution – 2 Options.
  - Provide source code (SDK platform); develop on own, cost - \$28,000.
  - Turnkey solution; Ellucian develops, cost - \$19,000.
  - Core team participants in the meeting are in agreement to go with the mobile web turnkey solution, rather than the SDK platform solution for lower cost and easy maintenance reasons.