

## **EIS Core Committee Minutes**

### **November 26, 2012**

Attendees: Chien Shih, Hector Quinonez, Kevin Harral, Suzanne Pfeiffer, Robin Lyssenko, Tom Roza, Bill Baldwin, Paul Starer, Drake Lewis, Joe Moreau and Kari Elliott (note taker).

#### **Agenda Items:**

1. Faculty Leave Reporting – March 2013, Spring quarter.
  - Go Live with one division January 2013 – Foothill PE.
  - Go Live with another division February 2013 – De Anza Business.
  - Review/Testing session with both colleges' deans and administrative assistants went well.
  - More internal testing in December.
2. Oracle 11g Conversion.
  - Issues with upgrade and connecting to Oracle database; cannot implement until resolved.
  - Will need an outage in December to implement.
  - Will not change Banner processes.
3. Hyperion and ARGOS
  - Hyperion is still used heavily by various departments.
  - Request more training for converting Hyperion to ARGOS reports.
4. IA Plus system retires June 30, 2013.
  - All data moved into Oracle or Banner by June 30, 2013.
  - Still reviewing student records with anomalies; complete by December 31, 2012.
  - HR & Finance need to archive data from IA Plus (historical data).
  - Have plan to migrate historical data.
5. FSA Atlas.
  - Will go live at both colleges Winter quarter 2013.
  - Currently troubleshooting interface; complete configuration issues by end of month.
  - Colleges currently using work around.
6. 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 exception from the department of education.
    - Would allow same work around used from last year.
  - Need to begin rebuilding tables for '13-'14 in early January 2013.
    - Need consultant help with rebuilding tables.
  - Finance needs to be part of the process; do not want another audit finding.
7. Pay to stay decision made by Senior Staff; Students must pay or sign up for installment plan when registering.
  - Have 4 options:
    - Do nothing, continue to drop for nonpayment.
      - IR research analysis-Impacts 2,500 students; 1/3 came back & registered for dropped classes, 1/3 came back & registered for other classes and the last 1/3 did not come back at all (400-600 students).
    - Implement payment plan with Touchnet.
    - Implement payment plan with another vendor.
    - Implement payment plan from Banner; labor intensive.
  - Charge convenience fee for paying online with credit cards on a sliding scale – further discussion needed.
  - Add electronic check payments to online payment option.
8. Review Banner Issues Completed List (handout).
  - Report any changes to Chien.
9. Banner Security Procedure.