

EIS Core Committee Minutes

October 29, 2012

Attendees: Chien Shih, Hector Quinonez, Drake Lewis, Kathleen Moberg, Tom Roza, Paul Starer, Suzanne Pfeiffer, Joe Moreau, Bill Baldwin, Kurt Hueg, Nancy Chao and Kari Elliott (note taker).

Agenda Items:

1. Faculty Leave Reporting – March 2013, Spring quarter.
 - First adapter testing, Foothill PE division will be November 1, 2012.
 - Go Live with one division January 2013.
 - Go Live with another division February 2013.
 - Will not go live without substitute pay feature working.
2. Oracle 11g Conversion.
 - Upgrade operating systems November 2, 2012.
 - Install 11g November 5, 2012.
 - Have in Production before Thanksgiving.
 - 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).
 - Move into Oracle database; mimic Plus screens.
 - Need meeting to discuss.
5. FSA Atlas.
 - Will go live at both colleges Winter quarter 2013.
 - Complete interface by next week.
 - 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.
 - Meeting scheduled November 19, 2012, 3-4pm, Foothill Altos room.
7. Pay to stay decision made by Senior Staff; Students must pay or sign up for installment plan when registering.
 - Need installment plan that is automated.
8. Review Banner Issues Completed List (handout).
9. Banner Security Procedure (handout).
 - Change 'Procedure for Security Termination' to 'Procedure for Removing Banner Access'.
 - Change 'termination' to 'removal of Banner access'.
 - Termination is HR term.
 - Remove 'security from 'Banner Security Access Form'.
 - Re-do Banner Access Form to include employee info as well as requester info.
 - Add line for role.
 - Make fill able PDF online and submit online.