

Technical Meeting Minutes

April 23, 2012

Attendees: Chien Shih, Jerrick Woo, Susan Malmgren, Joe Lampo, Tom Roza, Matt Rapczynski and Kari Elliott (note taker).

Agenda Items:

1. Census Issues.
 - Census button does not appear in IE browser; Matt is currently working on, have fixed by afternoon.
 - One instructor claims did not receive email; need to validate.
2. Summer quarter early start preparations (Foothill).
 - May 5th, Day on the Hill; May 9th start priority registration.
 - Need to generate time tickets.
3. Banner performance issue.
 - Need to have Tonette repeat process in PRODN, per Chien's request, Tom will follow up.
 - Run process April 25, 2012.
 - Will monitor testing.
4. Oracle 10g to 11g conversion.
 - Need 4 hour outage window for micro code upgrade; colleges agreed to May 5, 2012.
 - Need 8-10 hour outage window for hardware upgrade.
 - Need 6-8 hour outage window for HP UX upgrade.
 - NO windows are available until mid-July.
 - Vendor may have a non-disruptive way to convert; waiting to hear back April 23, 2012.
5. Faculty Leave and Substitute Pay.
 - Demo dry run before April 26th at ETS supervisor's meeting.
 - On target for April 27th demo at All Administrators/Supervisors meeting.
6. Mail and Calendar replacement – July 1, 2012.
 - Need 1 hour outage window for Luminis; need to add LDAP plug ins and GCF.
 - There will be a total outage April 28, 2012; plug ins and GCF can be added then.
 - Have code review before April 28th.
 - Add new section to webpage – What is coming.
 - Add a timeline to webpage.
 - Present plan at next meeting.
9. Additional PL/SQL training.
 - Schedule 3 day training after August 1, 2012; before Fall quarter.
10. SARS/eSARS.
 - Need a hands-on training setup in D270.
 - De Anza's Testing/Assessment center – Julie Ceballas working with Stephen Fletcher setting up webpage.
 - PR out for texting module.

- Will train all Foothill departments at once.

Critical Objectives for first half of 2012:

Campus wide impact – need to ensure success

1. CALPERS Conversion.
 - Upload/download.
2. 10g to 11g Conversion.
3. Email/Calendar implementation.