

## **EIS Technical Meeting**

### **April 4, 2011, 10:00am-11:00am**

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

1. Grade Roll:

- Colleges run the grade roll; ETS requests schedule of run times and that grade rolls are done on weekends.
- Students cannot see grades until grade roll – when faculty enter grades on roster, students cannot see grades.
- Suggest running grade roll multiple times (once a week?) so students can see grades sooner.
- Automat process with Appworks.
- De Anza completed grade roll April 2<sup>nd</sup>, second grade roll scheduled for April 9<sup>th</sup>.
- Foothill completed grade roll April 3<sup>rd</sup>, second grade roll scheduled for April 10<sup>th</sup>.

**Grade Roll Process:**

- 1) Roll the grade – 15-30 minutes.
  - Registration —————> Academic History
- 2) Pop Sel – 15 minutes.
  - Select rolled students (FHDA).
- 3) Repeat Job – 20-30 minutes.
  - Against Academic history.
- 4) Repeat fix (Xiaobin – SGHE) – 1 minute.
- 5) Term GPA (run more than once) – 30 minutes to 1 hour.
  - Run once against repeat.
  - Run once against no repeat.
- 6) Cumulative GPA – 40 minutes to 1 hour.
  - Against Academic history.

Last 2 processes take the most time. These are Banner jobs and cannot be run as batch jobs.

2. Students are not able to Drop classes:

- Students cannot drop classes on line the first day of school; the option in the drop down menu has disappeared.
- A & R can drop the students manually.
- Cause seems to be in STVRTS table; refund drop box not checked.
  - Need to know who has access to table – issue hasn't occurred before.
  - Sheila & Bill have been working on this table in test environment.

3. Add Codes - no reports not working.

4. PCI-DSS:

- Complete by June 2011.
- Backup tapes – have social security numbers?

5. BDMS Update:

- April 8, 2011, hand over to users.
  - Louis Chen to provide documentation describing how to configure & execute Hershey script and SGHE BDMS migration tool April 6, 2011.
6. Foundation Update:
- March 29, 2011 – moved testing of Advancement conversion scripts to TESTHRS; daily clone of PROD to TESTHRS suspended until further notice.
7. Degreeworks:
- Kickoff March 29, 2011.
  - Kathleen Moberg requested DegreeWorks PC Software Tool installed on 2 computers in De Anza A & R office.
  - John Vandercook has concerns about need for enabling administrator rights on computer with DegreeWorks PC Software tool installed. Tom has escalated to SGHE to see if there is an alternative.
8. Spring Quarter
- 19,380 registered at De Anza; 12,943 registered at Foothill.
  - Third drop for nonpayment scheduled for April 1, 2011 has been cancelled by De Anza.
9. Student/CalB 8.4 upgrade:
- Install upgrades in PRODN week of April 4<sup>th</sup>.
  - Colleges A & R departments and IS/Apps test through end of April.
  - Install in PROD before May 31<sup>st</sup>.
10. Email & Calendar (Matt/Tom):
- Email/IMAP:
    - Working with Tech services on Eudora/Thunderbird impact.
    - Developed specs for new hardware platform (server cluster & disk array).
    - Need policy on mailbox quotas (1GB Inbox, 9GB Folders).
    - Self maintenance of email disk storage.
  - Meeting Maker:
    - Tom is working with Dan Magure of PeopleCube.
    - Performed export/import of database – some improvement in performance.
    - PeopleCube recommends purging all Meeting Maker data in database prior to Jan 1, 2010 based on test run in PeopleCube labs using FHDA Meeting Maker database.
    - Still waiting for PeopleCube to provide contact information for a customer site that is also running Meeting Maker Ver 8.8 that does not have online response time problem with web interface.
11. ARGOS:
- Started meeting with individual teams.
  - Banner Report Apps – late April or early May.