Technical Meeting Minutes
August 5, 2013

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

1. MyPortal Issue.
   - Student seeing not authorized to view resource error message.
     - Provisioning issue.
       - A & R offices have way of pushing students through; re-provisioning them.
       - Tom will talk with A & R office to see if students are suspense students or not.
   - Session timeout.
     - Look into SSB and Luminis (Tom).
     - Elluican made a recommendation, but needs to research.
2. CCCApply Issue.
   - Applications not uploading – has been resolved.
   - Implemented an early warning system and sending daily reports to A & R office of suspended students.
3. Grade Rolls.
   - Scheduling issue and has been resolved.
     - Foothill has been given instructions.
   - No problem with ODS triggers.
4. Virtualization Project.
   - License submitted to Joe Moreau and Chien Shih; waiting for approval.
   - Have platform in place – Spring/Summer 2013.
5. Banner patch management; apply process, monitoring and follow up.
   - Monitor Routine – Splunk.
     - Licensing based on daily volume; working on pricing table.
6. Migration of Munich server to Banner 12c Platform.
   - Active Division, Paystubs and Roombook still on Munich.
   - Server has been stable.
7. ID Card Replacement /EPRINTit Project.
   - Phase I – Multicard chosen.
     - Card production ready.
   - Phase II – Separate printing from Capture by Fall quarter; ePRINTit contract signed; printers on order.
     - August 9, 2013 turn off Capture Card/Go Print.
       - Schedule meeting to discuss equipment disbursement; Tom will into adding equipment to surplus.
       - Capture has been notified District will not be renewing contract; need to notify GoPrint.
     - Use Student government and counseling for August 12, 2013 testing.

- All equipment should arrive early August; begin deploying once received.
    - Foothill library will be closed for remodeling; deploy printers elsewhere until remodel is done.
  - Install drivers on current GoPrint labs – mid-August.
- Fine Arts – IDEA Lab – high resolution printers.
  - Current process subtracts cost directly from card; need to continue.
- Phase III – Create specs with colleges' student government, expansion of current Dashboard.
  - Replace card-transfer balance, change card stock.
8. Installment Plan/Pay to Stay Project.
   - Implement Installment plan August 22, 2013.
   - Working on single sign on.
   - Both colleges agree to delay drop for nonpayment until Winter quarter.
   - De Anza wants to continue with Installment Plan implementation; Foothill wants to delay until Winter quarter.
9. Auto-transcript – process automatically into Banner.
   - Ellucian including in baseline; no release date yet.
10. Discuss Exchange calendar list for group access – no implementation date yet.
    - Moderators have been setup.
11. Liquid office using in using CWID and Portal password – Winter 2014.
    - Defer until after September.
12. 11g Conversion Issues:
    - Single sign on not working for Mac users for INB; cannot install patch until old Macs have been upgraded.
      - Tech services have begun replacing older Macs; complete mid-August.
13. FSA Atlas Platform – Implement Fall 2013.
    - De Anza is ready to Go Live; move forward to implement.
    - Foothill has not confirmed ready yet; need to schedule meeting.
14. OmniUpdate.
    - Contract will be signed after June 30, 2013 based on the decision made by Kevin.
    - Purchasing working on contract.
15. BDMS.
    - Hand off the support to desktop group for future scanner configuration.
      - Need to complete guide to Quick Scan Pro first.
    - Louis Chen from Ellucian will be onsite mid-August.
      - Need training with interface with INB for Susan Malmgren and Ryan Anthony.
16. Course Studio – Possible solution to elimination of material fees.
    - Request to increase storage space for faculty – changes have been made.
      - Will monitor space used – no problems reported.
      - Need to create a Luminis team involving colleges' webmasters.
17. SARS.
    - De Anza A & R office request – GRID/eSARS for VETS and assessment appointments.
      - Jim Doty at SARS will setup.
    - Paul Starer wants to replicate PSME for his lab; ask for help from PSME to help setup.
      - Jim Doty at SARS will setup.