EIS Technical Meeting
December 12, 2011, 10:00am-11:00am

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

Important Calendar Dates:
1. Degreeworks Go Live – January 9, 2012 for students (both colleges).
2. Faculty Leave & Substitute Pay Mtg – December 13, 2011, 9:30am-11:00am, D260.
3. I/R Meeting – December 13, 2011, 11:00am-12:00pm, D210.
4. Initial Planning Meeting-Scantron (Sharon Luciw) – December 14, 2011, 10:00am-11:00am, D260.

Banner Performance Issue:
1. Performance issues with Cashiers office accounts receivable processing.
   - SGHE consultant recommended purging feed.
     - Fee Assessment table has 360,210,794 records.
     - Purge has been done in PRODN; need cashier offices to test before doing in production.

Agenda Items:
1. Faculty Association Mandate – implement Summer quarter 2012.
2. Email/Calendar Integration:
   - Looking into Luminis email/calendar.
   - RFP process second choice.
3. Oracle 11g Migration Plan
   - Complete by end of year – on target.
   - Oracle support will no longer go through SGHE after February 2012; will go to Oracle direct.
4. DR Site:
   - Focus on after 11g migration plan is started.
5. BDMS:
   - On schedule to decommission end of December.
   - Phase II complete before end of year.
     - Offloaded data from external hard drives (Foothill); Jerrick currently analyzing.
   - March 2012 – begin training next department to use BDMS.
6. Degreeworks:
   - Schedule locations for lab sessions at both colleges – colleges to provide to Chien
   - Training video using screen capture –Susan is currently working on.
   - Issue Report Intake Form – Matt.
     - Completed; needs to be tested and link placed before go live.
   - IGETC – major change currently being tested.
     - Screen for changing major.
     - Need warning regarding financial aid status.
     - Kent working with Canada College on generated report.
7. Non-transcriptable courses – tracking in Banner:
   - Standard code – Lourdes provided specs.
   - Need to submit project request form.
8. Luminis Upgrade:

- Review checklist (handout).
- Further discussion next week (December 19, 2011).

9. ODS 8.1 Upgrade:
   - 8.2/8.3 upgrades have performance enhancements; improve refresh process, correct defects.
   - Waiting for SOW from SGHE – Tom will follow up.

10. Placement Scores in MyPortal:
    - Jerrick working with colleges; will use current package & expand.
    - Ready for testing February 2012.

11. UC4 – New Project; on schedule.
    - Phase I – create technical platform; end of December 2011.
        - Test platform done; production platform almost done.
    - Phase II – technical training of ETS staff & some end users; end of January 2012.
    - Phase III – gradual go live February 2012.

12. Dashboard – Work Study Hours – completed; Financial Aid issues resolved.

13. ARGOS – Report to show who has access to what folder; Susan working on.
    - Ran report and data is correct, not in a usable form.

14. Omni Update – Plan for server.
    - Server in place; Omni currently building template, complete by end of year.
    - HR test website will be ready end of December; Drake will schedule regular meetings with HR when ready.

15. SARS/eSARS
    - Finalized detail technical plan; vendor is currently reviewing.
    - Will need ½ day outage; looking at February 2nd or February 9th, late afternoon; vendor checking availability.

16. Legacy Data Migration:
    - Contract extended through June 30, 2012.
    - First meeting with Finance scheduled for early January.
    - Want to move data without converting.

17. APEX:
    - Server setup - LumAPEX.
    - Develop specs – Matt, Norbert and Tom.

18. Census Button – updated specs have been sent out.

19. PEPFLAC – creates faculty contracts & makes available online.
    - Process should be run in TEST HRS; not in Production when testing.
    - Some faculty at De Anza accepted their contracts before December 9th and need to accept them again because PEPFLAC was ran again, wiping out the original accepted contracts.

20. W2/1098T – currently testing in PRODN.