

Technical Meeting Minutes

December 3, 2012

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

1. Integrated Development Environment (IDE) for the future - propose to look into IntelliJIDEA, HTML5, Mobile and Banner 9 (2013 project).
2. Virtualization project round table - infrastructure, migration group approach, shared storage, single sign on security, resiliency, DR.
 - Create internal project team.
 - Proposed Schedule:
 - Decide which consulting company will be used for assessment– end of November 2012.
 - Choose vendor is using consulting company – end of December 2012.
 - Complete assessment – end of January 2013.
 - Begin reviewing report – February 2013.
 - Have platform in place – Spring/Summer 2013.
3. Training – early next year, onsite.
 - PL/SQL training scheduled for February 12-14, 2013.
 - Review, advanced topics, packages.
 - Grail, Groovy training early next year (5 day training boot camp).
 - Java pre-req for training.
4. ID Card.
 - New ID card in place by September 2013; College will work with ETS on the new card direction. Rough scope discussion occurred November 30, 2012 with both colleges and District representatives
 - Need hardware to produce card with magnetic strip.
 - Need printing database – interface with Banner.
 - Need application interface to provide additional features to departments.
5. Pay to Stay.
 - Only way to meet implement for Spring quarter 2013 deadline from colleges.
 - Nelnet or Touchnet payment installment– will not need to change payment gateway.
 - Limit the project scope of payment plan and enrollment enhancements.
 - Improve notification & rolling drop for non-paid courses to improve enrollment.
6. Foothill early Summer Session – separate De Anza Financial Aid from Foothill Financial Aid.
 - Ellucian consultant available to be onsite January 2013.
 - Kevin Harral (Foothill Financial Aid) asking for another waiver from board of education; if granted, tables will not have to be separated by March 2013.
7. Auto-transcript – process automatically into Banner.
 - Do not want to do scan and OCR.
 - Ok electronic transcripts using 3rd party as exchange point.
 - Have colleges receive electronic transcript & build articulation table.

8. Discuss Exchange calendar list for group access – no implementation date yet.
 - Use MyPortal as an option to publicize campus events without granting access to email lists.
 - Senior staff did not want to do but will present again as an option.
9. Liquid office using in using CWID and Portal password – early next year.
 - Server platform is too old; replace with Measure C funds.
 - Can download software from Liquid office once server platform is replaced.
10. Luminis Channel creation.
11. Real time drops (Jim/Matt) – Implement Spring Quarter 2013.
 - Specs written; Matt reviewing.
 - Matt will give Susan flow chart.
 - Test Winter quarter 2013.
12. Email/Calendar Update.
 - Working on Email Retention Policy.
13. Oracle 10g to 11g Conversion:
 - Install HP-UX Ver 11.31 Operating System into Production November 2, 2012.
 - Ver 11.31 did not work; had to revert back to 11.23.
 - Have ticket with HP; worked at Abtech.
 - Setup Oracle 11g to point to PRODN.
 - Waiting for status from Robby Wright.
14. Faculty Leave Reporting.
 - Implement March 2013 – on target.
 - Continue to do internal testing throughout December.
 - Testing session with users – December 5, 2012.
15. SARS/eSARS – Phase II.
 - Ready to begin training De Anza Financial Aid on messaging.
 - eAdvising installed; need to configure.
 - CHAT fixed for GRID, vendor still working on fixing for TRAK.
16. FSA Atlas Platform – implement Winter quarter 2013.
 - Interface installed; Jerrick currently troubleshooting.
 - Winter registration for International students begins end of November.
17. FLAC – NBAJOBS freezing:
 - Fix did not work; reopened ticket with Ellucian.
 - Received new fix from Ellucian, installed November 13, 2012.
 - Currently monitoring.
 - Financial Aid uses extension of assignments; did not have problems until April 2012 when HR patch was implemented.
18. De-provisioning of Email Accounts.
 - Need a formal separation policy from District.
 - Work with HR to form policy (Joe Moreau/Suzanne Pfeiffer).
 - Other option is to cleanup accounts every 3 months.
19. Security – Granting Access.
20. OmniUpdate.

- Have agreement from vendor for enterprise model.
- Implementation schedule has not been set yet.

21. Touchnet Credit Card Payment.

- Implemented WebLogic in production November 14, 2012 – no payment issues reported.