EIS Technical Meeting
December 5, 2011, 10:00am-11:00am

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

Important Calendar Dates:

1. Degreeworks Go Live – January 9, 2012 for students (both colleges).
2. Resolve NTT Collocation Agreement Mtg– December 6, 2011, 2:30-3:30pm, Carriage House.
   - Extend agreement 1 more year.
   - Move to Abtech.
      - Concerns regarding how webmasters will maintain if in San Diego; webmasters go to location couple times a year.
3. ETS Holiday Party – December 7, 2011, 12:30pm-2:00pm, District Board Room.
4. Missing Grades Delivery Notice Mtg – December 9, 2011, 9:301m-10:30am, Dorene's Office.
   - Notify faculty directly; use text from Dorene.
   - Will be brought up to senior staff in January 2012.
5. VPN Architecture Discussion – December 9, 2011, 11:00am-12:30pm, DA AV Room.
   - Microsoft VPN working; concerns over security access.
   - Can establish VPN group in active directory – no decision yet.
6. Generator for L7 Mtg – December 9, 2011, 12:30pm-1:30pm, District Board Room.
   - Need permanent generator service in place.
   - Establish who is financially responsible; should be facilities, not ETS.
   - Establish schedule and timeframe.

Banner Performance Issue:

1. Performance issues with Cashiers office accounts receivable processing.
   - SGHE consultant recommended purging feed table – need to look into further.
      - Fee Assessment table has 360,210,794 records.

Agenda Items:

1. Faculty Association Mandate.
2. Email/Calendar Integration:
   - Still evaluating products.
   - Need to look into relationship between Luminis calendar/email system & current Oracle calendar/email.
   - 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:
   - Turned Hershey off in November 2011; on schedule to decommission end of December.
   - Phase II complete before end of year.
      - Offloaded data from external hard drives (Foothill).
   - 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 – Drake.
        o Completed; needs to be tested and link placed before go live.
    - IGETC – major change currently being tested.
        o Screen for changing major.
        o Need warning regarding financial aid status.
        o Kent working with Canada College on generated report.
7. Non-transcriptable courses – tracking in Banner:
    - Standard code – Lourdes provided specs.
    - Chien will bring to next student implementation team meeting December 8th for discussion of this request; invite Lourdes to attend.
8. Luminis Upgrade:
    - Installed into Production November 11, 2011.
    - Need checklist and secondary backup to review & certify before installing future upgrades into Production.
        o Document features & functions – Tom/Joe.
        o Have checklists for users to certify changes.
9. ODS 8.1 Upgrade:
    - 8.2/8.3 upgrades have performance enhancements.
    - 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.
    - 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 still has some issues.
13. ARGOS – Report to show who has access to what folder; Susan working on.
14. Omni Update – Plan for server.
    - Server identified – Norbert setting up this week.
    - HR test website will be ready end of December; Drake will schedule regular meetings with HR when ready.
15. SARS/eSARS
    - Meeting Wednesday, December 6, 2011 to finalize plan and outage window.
    - February 2012, Presidents' weekend tentative date for integration of platform.
16. Legacy Data Migration:
    - Contract extended through June 30, 2012.
    - First meeting with Finance – Joe waiting to hear back from Joni.
    - Want to move data without converting.

17. APEX:
    - Decision made to have a separate dedicated server.
    - Develop specs when Matt returns from vacation.
    - Discuss further next week.