EIS Technical Meeting
January 24, 2011, 10:00am-11:00am

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

1. Luminis 4.2.3 Upgrade:
   - Successful in production.
   - Certified January 22, 2011; waiting to see if rendering errors continue.
   - Also updated Financial Aid to 8.9.1 in production.
   - Financial Aid 8.10 is waiting for compatibility with CalB before upgrading.
     - March 1, 2011 is the deadline for the New Year.
     - Will need to schedule downtime; Tom will update at Core Committee next week.
2. ODS Refresh:
   - Add 3 re-do logs per the Action Center.
   - Implemented January 19, 2011.
   - Refreshes changes only; takes about 5 hours.
3. Zim Ride:
   - Continue to send weekly updates.
4. Add/Drop Issues:
   - Add codes do not always work with waitlist.
   - Add codes do not work with drop for nonpayment or instructor drop with refund.
     - Re-add option will work if there is no waitlist.
     - If record already exists on roster with status codes, add codes will not work because Banner sees the record on roster only by student ID.
     - Meeting scheduled January 25, 2011 to discuss waitlist.
5. Student Information Channel – on target for end of February.
6. FSA Atlas interface:
   - FSA Atlas deployed to both colleges
   - Colleges will need to manually enter result to SEVIS.
   - Colleges need to be trained and familiar with automatic interface, ETS is working on the schedule.
7. Lum Test connected to PRODN.
   - Problem with resetting password; credential error occurs.
   - Banner tab does not show – Drake is looking into, need to fix next week we meet.
   - Chien wants the test incidence functioning exactly like production incidence.
8. Course Studio:
   - Quick guide complete.
   - Will present to colleges next week.
   - Drake working on timeline spreadsheet.
   - March 1, 2011 deadline.
9. 320 Report Update:
   - Final certification done.
   - P2 status – mid-April.

10. TOPS Codes – Joe will follow up with Henry as of what colleges are doing, now the TOPS codes and ASA codes have been cleaned up, colleges should follow up with policy decision as how they want to assign TOPS code to program level or not, ETS is not involved in the decision process.

11. Fall Grades:
    - Rolled but missing grades.
    - "None" by default is on top of drop down menu for entering grades; faculty who chose it will not submit a grade – will bring up at Thursday's Student weekly meeting.
    - Manually do grade roll after missing grades are submitted; roll every weekend automatically.
    - Coordinate rolls between both colleges.
    - Set up procedure for grade deadlines to eliminate so many rolls.

12. Fee Assessment:
    - Runs 6 hours, use to be 2 hours.
    - Conference call today from 9-11am with SIG consultant.

13. Waitlist Patch:
    - SGHE recommended not to apply patch because it is not CalB certified.

14. Security Access to Report Area:
    - Identified employees with INB access.
    - Review list next Monday, January 31, 2011.
    - Wednesday is the date that we will remove the unnecessary access from INB.

15. BDMS:
    - Meeting scheduled today to discuss.

16. What happened to http://directory.fhda.edu/

    - Web page says "The directory is down for maintenance."
    - Working on – no date yet when completed.