EIS Technical Meeting
January 3, 2011, 10:00am-11:00am

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

1. Winter Registration:
   - 12,400 registered at Foothill.
     - Registration is flat.
   - 19,500 registered at De Anza.
     - Registration is down 7%.
   - Drop for nonpayment went according to schedule with no problems.
   - Did not turn off waitlist before quarter started; stops automatically when classes start, this is default Banner behavior and should be maintained as such.
2. HR/Payroll 8.4.1 & Financial Aid 8.8.1 Upgrade.
   - Outage scheduled for December 28, 2010; Core Committee approved.
   - Production was down from 8am-2pm on December 28, 2010.
3. Lum Test connected to PRODN.
   - Luminis 4.2.3 upgrade tentatively scheduled for January 22, 2011.
   - Will need an 8-10 hour outage window.
   - Upgrade will resolve rendering issues.
   - Will bring up in today's Core Committee meeting.
4. Refresh PROD to PRODN tonight.
   - Joe will check with his team and let Tom know if it is alright.
5. 320 Reporting:
   - Need separate instance.
   - Will refresh PROD to PPRD – Hector Quinonez ok'd.
     - Will complete by January 5, 2011.
   - Both colleges are doing final clean up this week.
   - Meet with John Mullen January 6, 2011 to run 320 report
   - Deadline to state – January 15, 2011.
   - Confident can get numbers right.
6. TOPS/CSS Codes.
   - Cleanup this week.
   - Meeting scheduled 1pm 1/4/2011
7. Student Information Channel – on target for end of February.
8. Break in attempt Issue.
   - When already signed into Banner and attempt to sign in again, will see message stating a break in attempt, this message is confusing .
   - Will modify text to state already signed in.
9. Fall Grades.
   - Last date attended defect – grades will not post if instructor enters a date.
     - Ticket with SGHE.
   - Grades are posted online for students to view.
   - Grades were rolled into transcripts before Christmas.

- Pass/No Pass grade option not working – setup issue.
10. EDI implemented to target colleges.
11. FSA Atlas interface not up and working yet.
    - Deadline – end of month.
12. Patches for waitlist – waiting for CalB approval, will put in before the end of the week.
13. Email addresses for Part-time faculty.
    - Need to update in Banner – Tom/Joe.
14. De Anza Counselor Training.
    - 2 days in December.
15. Audit Response Status.
    - Meeting scheduled for January 6, 2011.
16. ETS Website update – almost complete.
17. ARGOS access forms are online.
    - Need links to current FERPA training; coordinating with campuses.
    - Discuss at Core Committee meeting today.
18. Security granting forms – start working on.
19. ARGOS reports.

Upcoming Events:
1. Foundation Go Live in March 2011.
2. ARGOS – API online.
    - Working on getting more training.
3. Disaster Recovery.