Technical Meeting Minutes
July 16, 2012

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

1. Instructor drops student but student is not dropped.
   - Need to implement real time drops; complete end of Summer (Jim/Matt).
   - Begin testing July16, 2012.
2. Email/Calendar Update:
   - Technical work done for load balancer.
     - Identify test group.
     - Measure working correctly (meeting July 16th to discuss).
     - Test fail over working properly.
     - Implement end of week if testing goes well.
   - Phase I conversion completed by July 30, 2012.
   - Meeting Maker sunset date – July 29, 2012.
   - Will have training Opening day and open labs when Fall quarter starts.
     - Open lab 2 days at De Anza & 2 days at Foothill.
3. Oracle 10g to 11g Conversion:
   - Need 3 outages; 3 upgrades to be done.
   - Can do 2 upgrades back to back requiring only 2 outages.
   - Robby Wright recommended waiting until October to do; upgrade needs to be done by September.
   - Bring up need for outages to next Core meeting.
4. Faculty Leave Reporting:
   - Meet with users again in July after email conversion and CalPERS conversion.
   - Recommend implementing for Winter quarter.
5. Additional PL/SQL Training:
   - Scheduled for week of August 20th.
6. SARS/eSARS:
   - Streamlined contract; sign contract this week.
   - Implement text option mid-July.
   - Replace STS before Fall quarter.
   - Tom will find out what SARS is missing for De Anza.
7. FSA Atlas Platform:
   - Working on test platform.
   - Schedule testing last 3 weeks of August.
8. BDMS – Disabled Students:
   - Training will most likely be in July.
9. FLAC – receive multiple requests to correct mistakes; mainly from De Anza:
   - Solution involves DBA to flush shared buffer pool; workaround.
   - Opened service request with Ellucian.
     - Confirmed product defect; Ellucian is working on solution.

10. CalPERS Conversion:
    - Testing going well.
11. Encumbrance Rollover Processing – July 18, 2012.
    - Disable list from Finance.
    - Disable Purchase Requisitions approvals.