Technical Meeting Minutes
July 8, 2013

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

1. Ineligible drops.
   - Colleges ran after Summer quarter began and failed; usually run before quarter starts, after grade rolls.
     - There is no gap between Spring and Summer quarter.
2. Grade Rolls/
   - Colleges ran grade rolls July 5, 2013; De Anza went first, Foothill went second.
   - Foothill had to abort because of ODS trigger and run again July 6, 2013.
   - Need to be able to disable ODS triggers when doing grade rolls – looking into.
3. Virtualization Project.
   - License submitted to Joe Moreau and Chien Shih; waiting for approval.
   - Have platform in place – Spring/Summer 2013.
4. Banner patch management; apply process, monitoring and follow up.
   - Monitor Routine – Splunk.
     - Running on 12c.
5. Migration of Munich server to Banner 12c Platform.
   - Migrate Active Division soon.
   - Paystubs and Roombook still on Munich.
6. ID Card Replacement /EPRINTit Project.
   - Phase I – Multicard chosen.
     - Card production ready.
     - Need to freeze system; any new ideas need to be brought to team, not sent to ETS.
   - Phase II – Separate printing from Capture by Fall quarter; ePRINTit contract signed; printers on order.
     - AIO stations will be shipped without card readers attached.
     - July 22, 2013 Pilot test.
       - Setup two stations, one at each campus.
       - ePRINTit tech will help with setup.
       - Recommend ETS staff for pilot test.
       - Use Student government and counseling for August 12, 2013 testing.
     - Have not seen demo of either printing option; not sure which option is best.
     - Current driver from ePRINTit shows all ePRINT enabled printers; need to be able to restrict printers.
       - Do not want to have fake email for every computer driver installed on.
       - Install drivers on current GoPrint labs – mid-August.
   - Fine Arts – IDEA Lab – high resolution printers.
     - Current process subtracts cost directly from card; need to continue.

- Phase III – Create specs with colleges' student government, expansion of current Dashboard.
    - Replace card-transfer balance, change card stock.
7. Installment Plan/Pay to Stay Project.
    - Implement Installment plan August 22, 2013.
    - Working on single sign on.
    - Test instance ready for training (beginning July 9, 2013).
    - Student test accounts are ready.
    - Confirmed connectivity between TouchNet and Banner connect.
8. Auto-transcript – process automatically into Banner.
    - Ellucian including in baseline; no release date yet.
9. Discuss Exchange calendar list for group access – no implementation date yet.
    - Moderators have been setup.
10. Liquid office using in using CWID and Portal password – Winter 2014.
    - Defer until after September.
11. Email/Calendar Update.
    - Email Retention Policy meeting scheduled for July.
12. 11g Conversion Issues:
    - Single sign on not working for Mac users for INB; cannot install patch until old Macs have been upgraded.
        - List completed identifying users with older Macs; Sharon is evaluating list.
        - Need date when upgrades will begin.
13. FSA Atlas Platform – Implement Fall 2013.
    - Jerrick will check with colleges.
14. OmniUpdate.
    - Contract will be signed after June 30, 2013 based on the decision made by Kevin.
    - Purchasing working on contract.
15. BDMS.
    - Hand off the support to desktop group for future scanner configuration.
        - Need to complete guide to Quick Scan Pro first.
    - Foothill Disabled Students ready to do demo for District Office – July 23, 2013.
        - Have show and tell in D260; move to Foothill Disabled students after to demo scanning.
        - District office to compile list of documents to be stored in BDMS by July 30, 2013.
    - Louis Chen from Ellucian will be onsite mid-August.
16. Course Studio – Possible solution to elimination of material fees.
    - Request to increase storage space for faculty – created; configure changes early July.
        - Will monitor space used.
17. SARS.
    - SARS Messaging update installed June 11, 2013.
        - Foothill Counseling getting errors for bad phone numbers – Susan will look into.
    - De Anza A & R office request – GRID/eSARS for VETS and assessment appointments.
        - Assessment not a priority.