

## Technical Meeting Minutes

June 3, 2013

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

1. Integrated Development Environment (IDE) for the future - IntelliJIDEA, HTML5, Mobile and Banner XE (2013 project).
2. Virtualization Project.
  - Equipment recommendations have been emailed to Chien Shih & Joe Moreau.
  - Have platform in place – Spring/Summer 2013.
3. Banner patch management; apply process, monitoring and follow up.
  - Monitor Routine – Splunk.
    - Running in D210; testing with Faculty Leave – Matt/Chris.
    - Work with Tom's team when Matt returns from vacation.
4. Migration of Munich server to Banner 11g Platform.
  - Matt has signed off on WebLogic 12c setup.
  - Move roster to 12c.
    - Create test instance; give deans read only access.
    - Susan will test this week; have deans test next week when Matt returns.
  - Complete migration in June – Tomcat.
5. ID Card Replacement – Capture Card contract ends September 2013.
  - Phase I – Multicard chosen.
    - Review ID card specs – June 19, 2013.
  - Phase II – Separate printing from Capture by Fall quarter; ePRINTit contract signed; printers on order.
    - Pilot test of printing services – July 22, 2013.
  - Phase III – Create specs with colleges' student government, expansion of current Dashboard.
    - Replace card-transfer balance, change card stock.
6. Pay to Stay – Eliminate need to drop for nonpayment- Implement Pay To Stay Winter quarter 2014.
  - Installment plan including ACH option contract finalized with Touchnet; Begin implementation after Board approves, complete by September 1, 2013.
  - Recommend only implementing installment plan by September 1<sup>st</sup>, not pay to stay.
  - Received preliminary plan from Touchnet.
  - Kick off meeting June 10, 2013.
7. Auto-transcript – process automatically into Banner.
  - Ellucian including in baseline; no release date yet.
8. Discuss Exchange calendar list for group access – no implementation date yet.
  - Moderators have been setup.
9. Liquid office using in using CWID and Portal password – Winter 2014.
  - LDAP option installed on test server.
    - Current version will import employees and students into LDAP directory.
    - Researching newer version.

- Defer because of ID card and Pay to Stay projects to after September.
- 10. Email/Calendar Update.
  - Email Retention Policy meeting scheduled for July.
- 11. 11g Conversion Issues:
  - Single sign on not working for Mac users for INB; cannot install patch until old Macs have been upgraded.
    - List identifying users with older Macs completed by mid-July.
- 12. FSA Atlas Platform – Implement Fall 2013.
  - De Anza confirmed working; Jerrick will check with Foothill.
- 13. OmniUpdate.
  - Contract will be signed after June 30, 2013 based on the decision made by Kevin.
- 14. BDMS.
  - Hand off the support to desktop group for future scanner configuration.
    - Need to complete guide to Quick Scan Pro first.
  - District will compile list of documents to be stored in BDMS – list due May 20, 2013.
    - Recommend using outside vendor to archive.
- 15. Course Studio – Possible solution to elimination of material fees.
  - Still need report to count how many faculty are using.
  - Request to increase storage space for faculty.
- 16. SARS
  - Will install SARS Messaging June 11, 2013 in the morning; should not impact colleges.
  - Need to clean up data base before grades are due.
  - De Anza A & R office request – GRID/eSARS for VETS and assessment appointments.
- 17. Custom Forms for CCCApply.
  - Common matching fixed; confirmed by both colleges.