Technical Meeting Minutes
March 12, 2012

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

Important Calendar Dates:
1. March 12, 2012, 1:30pm-2:00pm – Senior Staff Meeting Prep, D210.
2. March 12, 2012, 2:30pm-3:30pm – Meeting to discuss ARGOS (HR), Suzanne Pfeiffer's office.
3. March 12, 2012, 3:45pm-4:30pm – Discuss OmniUpdate, D260 (Drake Lewis).
4. March 13, 2012, 9:00am-10:00am – Review SunGard Banner Paperwork, Carmen Redmond's office.
5. March 14, 2012, 8:00am-5:00pm – 1st round of interviews for VC Technology, District Board Room.
6. March 15, 2012, 8:00am-5:00pm – 1st round of interviews for VC Technology, District Board Room.
7. March 16, 2012 – Chien vacation day.
8. March 18-20, 2012 – CISOA Conference.
9. March 19, 2012, 10:00am-11:00am – Technical Meeting.
10. March 19, 2012, 2:00pm-3:00pm – Core Meeting.
11. March 20, 2012, 9:30am-11:00am – Faculty Leave & Substitute Pay Meeting, D260.
12. March 21, 2012, 10:00am-2:00pm – Exchange Implementation Roundtable, D260.
13. March 26-29, 2012 – SGHE Summit in Las Vegas, Nevada.

Agenda Items:
1. Summer quarter early start preparations.
   - Impact on FLAC – no issues
   - Impact on Finance – Finance discussing internally.
   - Slight modification needs to be done to Etudes.
   - Impact on student refunds – no issues.
2. Banner performance issue.
   - Have been monitoring.
   - Need to have Tonette repeat process in PRODN, per Chien's request, Tom will coordinate this testing with Ron.
     - Need to understand Tonette's process.
     - If there are issues with query, they need to be addressed.
     - No issues with query, need to turn back on.
3. Oracle 10g to 11g conversion.
   - Final planning session March 12, 2012.
4. Faculty Leave and Substitute Pay.
   - On target for April 27th demo.
   - Install upgrades 1st weekend after add/drop period for Spring quarter.
   - Begin testing after upgrades are complete.
5. Mail and Calendar replacement.
   - Meeting with STA March 21, 2012.
   - Chien is waiting for technical proposal; will forward when received.

8. New Financial Aid year begins March 1, 2012.
   - No issues reported.
9. Additional PL/SQL training, date?
   - Schedule training for July timeframe.
10. ARGOS training week of April 23rd for Foundation, Payroll and ETS, one day for ETS?
    - Confirmed with week of April 23rd for training with Evisions.
    - Foundation requested training for April 24th.
11. SARS/eSARS process for adding new users.
    - Still require local accounts to sign in.
    - De Anza's Testing/Assessment center would like to start using SARS for scheduling appointments.
12. Touchnet.
    - Receipt of payment shows HTML code.
    - Ticket open with Touchnet.

Critical Objectives for first half of 2012:
Campus wide impact – need to ensure success
1. CALPERS Conversion.
   - Upload/download.
2. 10g to 11g Conversion.
3. Email/Calendar implementation.