

## **EIS Technical Meeting**

### **March 28, 2011, 10:00am-11:00am**

Attendees: Chien Shih, Joe Lampo, Drake Lewis, Matt Rapaczyski, Susan Malmgren and Kari Elliott (note taker).

1. PCI-DSS:
  - Complete by June 2011.
  - Backup tapes – have social security numbers?
  - Business office is not pursuing credit back to original credit card; do not make copies & store credit card info.
2. BDMS Update:
  - Matt/Ryan setting up access; provisioning done.
  - April 8, 2011, hand over to users.
  - Have all users trained by May 22, 2011.
    - Look at De Anza's scanners; connect to BDMS.
    - Will need list of who needs to be trained – open up for testing.
    - Single sign on through Luminis.
    - INB – have button to access BDMS.
3. Foundation Update:
  - Clean up work being done.
  - All tables are loaded and converted correctly.
  - Finance interface is working per Catherine Sun.
  - Working on Payroll interface – complete by end of week.
  - Next phase – TST8 reload.
4. Degreeworks:
  - Kickoff March 29, 2011.
  - SGHE recommends web developers take part in training.
5. Spring Quarter Readiness:
  - Have issue with waitlist – no priority being given.
    - Have not applied patch to correct yet – continue to monitor.
  - Issue with waitlist capacity – continue to monitor.
  - Ineligible drops – 1 at De Anza and 99 at Foothill.
  - Run script to remove dropped for nonpayment students from roster – A & R offices will let ETS know day & time to run.
6. Course Studio:
  - One instructor reported two issues:
    - Displays middle name for instructor.
    - Email address goes to personal email (Luminis picks personal email address).
      - Policy procedure – employees who are not a student employee use only FHDA email address – Matt will research (2 weeks).
      - Email is based on CWID – display preferred alias name instead of CWID@fhda.edu.
7. Student/CalB 8.4 upgrade:
  - Start PRODN this week.

- Matt needs to be involved with all upgrades
8. Non District employees needing access to Banner – Student Dashboard.
- Temp employee (pool employee).
  - Non-employee or vendor.
  - Student employees; considered temp.
  - Create position code for access to Dashboard; will also need access to Luminis.
9. Email & Calendar:
- Performance issue with Meeting Maker web version – Matt/Tom.
10. ARGOS:
- Started meeting with individual teams.
  - Banner Report Apps – late April or early May.
  - Dump Flash and use Java based platform.