EIS Technical Meeting
March 7, 2011, 10:00am-11:00am

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

1. PCI-DSS:
   - Chien will follow up with consultants when Phase 2 will be ready.
2. BDMS Update:
   - Norma Johnstone (disabled students at De Anza) also scans documents into Hershey.
   - Need to make sure documents are saved in same format as those for transcripts.
     - Security issue – move into a separate cabinet after conversion.
   - User test schedule – April 8, 2011.
   - Status update March 8, 2011 on conversion script from SGHE.
   - Need copy of what has been written so Joe's group can begin to review the script.
   - April/May – SIG consultant available for 2 weeks.
3. Foundation Update:
   - Ready to move to TST8 this week. TRN8 migration needs to be tested before final migration to production.
     - 5 tables left to do – Joe will check with Robin.
   - Daily meetings will begin March 14, 2011.
   - 2-3 weeks behind schedule.
4. Degreeworks:
   - Mike West (SIG) will need 3-4 hours to audit.
   - Will also need 60 students from Foothill to audit catalog – Joe/Stephanie Franco
   - Need training schedule from SGHE.
5. Spring Quarter Readiness:
   - 2,400 registered at Foothill; De Anza priority registration going on until March 9, 2011
   - De Anza completed grade roll March 6, 2011; ODS has been updated.
   - No planned outages until mid-April.
   - Proposing system shut down April 23, 2011 for BDMS cabinet.
   - Bring checklist to next Student meeting, March 10, 2011.
6. Student 8.4 upgrade:
   - Provided release guides to student team.
   - CalB 8.4 upgrade will need to be done at the same time.
   - Do upgrade May or July 2011.
7. Email & Calendar:
   - Meeting Maker web client performance is very slow.
     - Server was replaced in 2008; need to add more memory.
     - Have ticket with People Cube.
   - Enhancement to web mail client using IMAP protocol.
     - Plan to migrate from POP3 to IMAP.
     - Need to make server robust as possible; cluster environment.

- o   Solve relay issue.

8. ARGOS:
   - Start meeting with colleges to detail access/ procedures and collect requirements for reports.
   - Development resources for creating datablocks.
   - Training early April for technical staff – more in depth training in datablock design.
   - Update next week.

9. Hyperion Reports:
   - Finance is having a problem with Hyperion reports.
   - Chien will schedule meeting with Hector to discuss.