Technical Meeting Minutes
May 20, 2013

Attendees: Chien Shih, Tom Roza, Susan Malmgren and Kari Elliott (note taker).

1. Integrated Development Environment (IDE) for the future - IntellijIDEA, HTML5, Mobile and Banner XE (2013 project).
2. Virtualization Project.
   - 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.
4. Migration of Munich server to Banner 11g Platform.
   - Move roster to 12c.
      - Create test instance; give deans read only access.
   - Complete migration in June – Tomcat.
5. ID Card Replacement – Capture Card contract ends September 2013.
   - Phase I – Multicard chosen.
      - Kick off meeting May 22, 2013.
      - Order equipment after Foothill walk through.
   - Phase II – Separate printing from Capture by Fall quarter.
   - 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 1st, not pay to stay.
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.
10. Email/Calendar Update.
    - Working on Email Retention Policy.
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 May 20, 2013.
12. FSA Atlas Platform – Implement Fall 2013.

- De Anza confirmed working.

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.
    - Foothill Financial Aid is not using Quick Scan Pro – currently too busy to use.
    - Foothill Disable Students' scanner keeps going offline – created ticket.
        - Connection issue between software and scanner.
15. Course Studio – Possible solution to elimination of material fees.
    - How many faculty use Course Studio?
16. SARS
    - Transfer Center at Foothill is using an old installation.
        - Need to update configuration; entire platform needs to be down for update.
        - Suggest doing during finals week – completed.
    - Student Success & Resource Center at De Anza cannot log in – completed.
    - De Anza A & R office request – GRID/eSARS for VETS and assessment appointments.
17. Student Online Voting System at De Anza.
    - Add link to MyPortal.
    - Voting May 20-25, 2013.
18. Custom Forms for CCCApply.
    - Have work around.
    - Need help from Lee McDonald.