Technical Meeting Minutes
May 6, 2013

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

1. Integrated Development Environment (IDE) for the future - IntellijIDEA, HTML5, Mobile and Banner XE (2013 project).
2. Virtualization Project.
   - Draft report with Lisa Hocevar for comments.
   - Have platform in place – Spring/Summer 2013.
3. Banner patch management; apply process, monitoring and follow up.
   - Stop/start of Luminis – monitor process for Tomcat.
   - Sanity check for Tomcat.
   - Notify users what upgrades are being done, when system is up and what can still be accessed.
   - Monitor Routine – Splunk.
     - Check applications to see what is working.
     - Read multiple end points – diagnostic information.
     - Create beta team to pilot – Matt/Chris.
4. Munich server.
   - Home of the Faculty Lave, Class Roster, Active Division.
   - Migrate to Banner application platform – complete end of Summer.
     - Migration schedule – Matt.
   - SSO (single sign on) back up resource.
     - LDAP & Active Directory – Norbert/Ryan.
     - Luminis GCF.
       - Who creates new connectors?
       - Who debugs existing connectors?
5. Training.
   - Grail, Groovy training – May 20, 2013.
6. ID Card Replacement – Capture Card contract ends September 2013.
   - Phase I – Find vendor for equipment and minimum database – Meeting scheduled May 8, 2013.
     - Contract will go to Board for approval in June; begin implementation after Board approves.
   - Phase II – Separate printing from Capture by Fall quarter.
     - Decision has not been made yet on printing services vendor.
   - Phase III – Create specs with colleges' student government, expansion of current Dashboard.
     - Replace card-transfer balance, change card stock.
7. 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; will go to Board in May.
     - Begin implementation after Board approves.
   - Colleges want to implement Fall quarter, still in discussion.
8. Foothill early Summer Session.
   - Waiver granted, use work around from last year.

- Time conflict report and finance report ready by May 4, 2013 – Joe/Jerrick.
9. Auto-transcript – process automatically into Banner.
   - Ellucian including in baseline; no release date yet.
10. Discuss Exchange calendar list for group access – no implementation date yet.
    - Moderators have been setup.
11. Liquid office using in using CWID and Portal password – Winter 2014.
    - Started research for Liquid Office upgrade; complete May 3, 2013.
12. Email/Calendar Update.
    - Working on Email Retention Policy.
13. 11g Conversion Issues:
    - Single sign on not working for Mac users for INB; cannot install patch until old Macs have been upgraded.
      - Refined list of INB users has been given to Tech Services to identify users with older Macs.
14. FSA Atlas Platform – Implemented in Production.
    - Both colleges are working with ETS on 'Banner to Atlas' interface issues.
    - Adding more entries into the interface related tables in order for Atlas to accept Banner data.
    - Troubleshooting any interface issues or adding more Banner data into Atlas.
    - Ryan is installing 'SEVIS TRANSFER' related system items in Atlas.
15. OmniUpdate.
    - Contract will be signed after June 30, 2013 based on the decision made by Kevin.
16. 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.
    - Will need to decide cutoff date.
    - Define cabinet structure and security; use 3rd party vendor to scan.
17. Course Studio – Possible solution to elimination of material fees.
    - How many faculty use Course Studio?