

EIS Technical Meeting

November 29, 2010, 10:00am-11:00am

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

1. Student – Winter Registration:
 - Luminis restart/monitoring procedures.
 - Tom will draft start/stop procedure by end of the week.
 - Monitoring Luminis status– hand over procedure from Joe to Tom’s team by Wednesday.
 - Touchnet/payment gateway monitoring procedure – Joe by end of this week.
2. Zimride:
 - URL established.
 - Need to test.
 - Foothill only is using; not De Anza. Foothill student data extract 11/30/2010
 - Waiting for final OK from campus
3. Course Studio Chat/Discussion Management:
 - Monitor/policy statement – Drake.
 - Link to policy.
 - Backup/archive content.
 - Stored as fields on Lum Prod (Get Chat Message Table).
 - Written over every 5 weeks.
 - Need to know what to backup & for how long – Kurt & Luminis Team.
 - December 6, 2010 turn off chat feature for all courses.
 - Instructors will have to turn feature on.
4. Clone PRODN every week unless there are upgrades in PRODN.

Status Updates:

1. BDMS Platform Readiness.
 - Test platform ready for testing this week.
 - Copied Hershey to test platform.
 - Louis Chen (SGHE) has access.
 - Follow up regarding conversion script.
2. Degreeworks – Joe not present to update.
3. Audit requirements.
 - Ready by end of year.
4. Student Channel Information Project.
 - Discuss in Core Committee Meeting November 29, 2010.
 - Seek approval from Steering committee November 30, 2010
5. Foundation – Joe not present to update.
 - Have been working in TST8 since May.
 - Set up rule validation tables.
 - Common matching in PROD by end of year.
6. ARGOS Request Form/Banner Security Request.
 - ARGOS access request done.

- Working on ARGOS report access.
 - ARGOS roll out – suggested postponing until January 2011.
 - 2 day training for ETS in January.
7. Batch Processing List.
- Created repository.
 - Joe & Tom maintaining.
 - Could feed into Appworks.
 - Tom is responsible for repository.
8. Luminis Upgrade.
- Luminis 4.2.3 tested in Lum Test.
 - Meet with Joe to develop plan to move to Lum Prod this week.
 - Connecting to PRODN – complete this week.
9. Web site Update status.
- Work session Friday, December 3, 2010.
 - Content only; not changing look/feel or navigation.
10. INB Performance.
- Java upgrade complete at De Anza; power users upgraded at Foothill.
 - Reporting good response (1-3 seconds).
 - Eliminated wireless traffic through ram.
 - Tom met with ACS; will offer some free assistance to capture baseline response time.
 - ACS would like to schedule a follow up meeting for professional services.
11. ARGOS Access.
- Requests made through Call Center.
 - Automation process in place after November training.
 - API status.
 - Ready; roll out with ARGOS roll out.
12. 3rd Party Integration – Joe not present to update.
- On track with W2's, 1098T's and 1099's.
 - 3CMS/ECMS – no dates yet.