

Student Weekly Meeting Minutes

April 19, 2012 8:00am-9:00am

Attendees: Chien Shih, Bill Baldwin, Nazy Galoyan, Joan Pena-Ferrick, Joe Lampo, Kathleen Moberg, Rachel Tai, Angela Caballero de Cordero, Susan Malmgren, Lourdes Del Rio-Parent, Jerrick Woo, Tom Roza, Rich Schroeder and Kari Elliott (note taker).

Standing Agenda Items:

1. Data Requirements from SIS Legacy System:
 - ETS signed maintenance contract for 1 more year.
 - 50,000-60,000 academic records to move into BDMS (Foothill).
 - Can move 9,000 records a day; complete in 2 weeks.
 - Will use same process for De Anza.
2. Census:
 - In production – turned on April 18, 2012.
 - Report on report tab.
 - Susan will present at De Anza's Deans' meeting April 19, 2012.
 - Paul Starer will present at Foothill's Deans' meeting April 19, 2012.
3. Important Dates for Students – implement Summer quarter.
4. Expand course information into Banner – allow students to drill down through CRN when registering.
 - Move into production after upgrades.
5. UC4:
 - Banner Agent – decision needs to be made before moving forward.
 - Need to schedule conference call with UC4.
6. Faculty Association Mandate (stop registration when quarter starts) – July 2, 2012:
 - Ready to implement.
7. CalB 8.6 and Student upgrades scheduled for April 28, 2012; confirmed.
 - Issue with SSB class search in Firefox browser; impact student registration.
 - Financial Aid upgrade can be done independent of CalB 8.6 upgrade.
 - Emergency Core Team meeting April 23, 2012 to discuss further.
 - If the April 28, 2012 window is missed, next window would be in July.
8. Foothill early Summer session; classes start June 11, 2012.
 - Distance learning – ready.
 - Foothill will need to do an early grade roll for Spring quarter.
 - Banner will not catch time conflicts between Spring and Summer quarter.
 - A query can be written to find overlapping classes – ready to implement into production.
9. First Winter grade roll – on going; no problems.
10. Spring Registration:
 - 21,340 registered at De Anza; 13,730 registered at Foothill.
11. De Anza will drop for nonpayment for Summer quarter; Foothill has decided to drop for nonpayment.
12. Fall Registration:
 - Both colleges will begin registration July 23, 2012.
13. BDMS:
 - Will continue to load Foothill records late afternoons.

- Phase III: De Anza has microfiche records that need to be moved to disks and then moved into BDMS.
- ETS met with Disabled Students Services at both colleges; will start fresh, no conversion.

14. Degreeworks:

- Have patch for 'What if' scenarios; patch did not work and have escalated service request.
 - No resolution yet.
- Have service request with SGHE for GPA rounding issue; patch did not work – Jerrick working on.
- Double credit issue (affecting more students at both colleges); routine did not work.
 - Received fix from Action Line but is a manual process.
 - Defect is to be fixed in 4.1.
- Still having issues with Ed plan.
 - Known defect with Internet Explorer; No resolution yet, may be fixed in 4.1.
- Degreeworks 4.1 installed in Degreeworks Test connected to PRODN.
 - Thoroughly testing to see if defects are fixed and documenting any defects.
 - Discuss test results at next meeting.
- Counselors would like button to change majors in Degreeworks; add to dashboard.
 - Specs have been completed; implement Summer quarter.
 - Also will add placement score view to dashboard.
- IGETC – Kent will follow up with San Mateo College.

15. SARS/eSARS:

- Financial Aid would like to purchase text message option; PR is in progress.
 - Vendor is negotiating with wireless provider on text option.
- Testing/Assessment Center at De Anza setup & ready for testing.
 - Need to schedule meeting to discuss configuration issues.

16. Security General C Class:

- April 24, 2012 remove users from list received from Kathleen.
- Will remove all Finance users by end of month.

17. Fees incorrect when student drop courses online.

- Defect in Banner; affects some international students at De Anza, not reported at Foothill.
- Service request with Action line, no response; fee assessment batch job fixes at night.

18. Placement scores – show students' level in Banner, not score – March 30, 2012; Jerrick.

- In production – colleges' assessment centers have verified.

19. State Compensation Report – Due May 30, 2012:

- Specs have been reviewed; on target to meet deadline.

20. Faculty Leave Reporting – began coding using APEX; complete end of April.

- Demo at All Administrators Meeting April 27, 2012.

21. Replacement email/calendar – Outlook Exchange was chosen:

- Implement by July 1, 2012.

22. Online applications for International Students – IT Project request form has been submitted from De Anza and prioritized.

- Banner has a recruitment module available.

23. De Anza would like to do late adds for distance learning like Foothill; did not want to do initially.

- Code ready; need to meet with college; Will need to complete an IT Project request form.

24. Transcripts – still some duplication when printing.