Spring Registration Weekly Go Live Meeting Minutes
April 21, 2011 8:00am-9:00am

Attendees: Chien Shih, Stephanie Franco, Bill Baldwin, Veronica Aparicio, Susan Malmgren, Joan Pena-Ferrick, Kathleen Moberg, Drake Lewis, Gordon Poon, Tom Roza, Joe Lampo, Laureen Balducci, Rachel Tai, Henry Jung, Rich Schroeder and Kari Elliott (note taker).

1. Fall Quarter Projects:
   - Faculty Association mandate – stopping registration Sunday at midnight before quarter starts.
     - Need to make waitlist and add codes will work.
   - Open class channel on Student tab.
   - 8.4 patch.
   - Known defects from SGHE.
     - Waitlist capacity – allowing a student to register for class when class & waitlist are at capacity, bypassing waitlist all together; patch working.
     - Waitlist with no priority number – happens occasionally; monitor daily.
       - No patch to fix.
     - P/NP option does not work once class starts; work around in place.
       - No patch to fix.
2. BDMS:
   - Planning meeting scheduled for April 25, 2011 from 11:00am-12:30pm in D260.
   - Review progress.
   - Setup training schedule.
   - On track for May 22, 2011 deadline – all records converted and training for Student completed.
   - Matt has written a script to replace social security numbers with CWIDs – currently testing.
   - Testing conversion script from SGHE – running repeatedly.
   - 4 – 5 million records to convert.
3. 8.4 Patch is in PRODN (CalB8.4, Student 8.4.1, SSB):
   - Reviewing 8.4.1 impact on functionality.
4. Degreeworks:
   - Training begins next week – April 26-28, 2011 from 8:30am-4:30pm in D270.
5. Appworx:
   - Meeting schedule to meet with San Mateo College April 27, 2011 to go over technical configuration installation.
6. Transcripts:
   - Matt Rapczynski is working on – currently testing.
   - Still having issues with transfer credits – only shows the first 2 institutions.
7. Log in/timeout Issue – reported by Shawna:
   - Tom will meet with Shawna.
8. Security Report:
   - Report ready to demo.
   - Meeting scheduled for April 29, 2011 from 1:00pm-2:00pm in D260.

9. Course Studio – RA Status Issue:
   - Students with RA status (re-add) cannot be part of member list; Course Studio does not recognize as a registered student.
   - Issue has been resolved – Drake will send out target announcement to faculty today.
   - Some faculty have personal email addresses listed on course studio – related to PE preference in Banner.
   - Personal email addresses should not be preferred for faculty – must use FHDA email address per their contracts.
   - Drake will email Kathleen list of instructors with personal emails listed.
10. Touchnet Payment Gateway Advisory:
    - Touchnet will be down from Midnight to 4am tonight for maintenance.
    - No problems at De Anza per Rachel Tai.
    - Daily reconciliation is working.
    - Requesting more time with Brenda Gilmore (consultant).

Spring Registration Dates:

Foothill:

May 25, 2011	Priority Registration (EOPS, DSPS & Vets only)
May 27 – June 2, 2011	Continuing students (start date staggered by number of units)
June 6, 2011	New and former students
June 7, 2011	High School students

De Anza:

May 31, 2011	EOPS/DSS/Vets/EDC
June 1, 2011	Other priority (staff, OTI, etc)
June 2, 2011	Continuing students
June 14, 2011	New and former students
June 20, 2011	High School students

Summer Quarter classes begin June 27, 2011

Outstanding Student Issues:

1. Security Fine Grain Access Report:
   - Initial review is complete; working on format.
2. Roombook:
   - Delivered to both colleges; working on second phase development based on colleges' input.
3. Waitlist Patch – in production; monitoring.