

Student Weekly Meeting Minutes

August 25, 2011 8:00am-9:00am

Attendees: Chien Shih, Bill Baldwin, Joan Pena-Ferrick, Joe Lampo, Susan Malmgren, Angela Caballero De Cordero, Henry Jung, Tom Roza, Laureen Balducci, Stephanie Franco, Kathleen Morberg, Shawna Aced, Pat Fifield, and Kari Elliott (note taker).

1. Registration for Fall quarter:
 - 19,600 registered at De Anza.
 - 11,400 registered at Foothill.
 - No issues to report.
2. Class Finder Channel (Open Class/High Demand Channel)
 - Has been approved by Core & Steering Committees and is ready to implement.
3. Summer Grade Roll & Ineligible Processing:
 - Third round was August 13-14, 2011; De Anza also ran ineligible drop.
 - INB aborted Grade Roll; not sure why.
 - Next round this weekend – August 20-21, 2011; De Anza & Foothill will also run ineligible drop.
 - Will monitor.
4. Faculty Association Mandate (stop registration when quarter starts):
 - First test September 12, 2011 at Foothill D270 in afternoon.
 - Review process September 30, 2011.
5. Advancement Upgrade Update:
 - Installed in PRODN; currently testing.
6. BDMS:
 - Keep Hershey platform up & running; will need to back up database & archive.
 - Still reviewing user guide.
 - Social security number not masked when scanning first time; software defect.
 - Have fix from another college to show last 5 digits of social security number.
 - Ready to implement.
 - Indexes are fixed – can now use cross application query.
 - Susan working on documentation.
 - Foothill still does not have view access.
 - List needs to be given to Bill.
 - Scanner at De Anza needs to be replaced.
 - Information regarding replacement has been given to Kathleen & Shawna.
 - Long list of terms in drop down menu; would like to be able to type in term.
 - Still looking into.
 - Phase II – converting Foothill stored images; begin after Phase I is complete.
 - De Anza also has microfiche which need to be converted and stored.
7. Degreeworks:
 - Single sign on issues still resolved.
 - More testing needs to be done in Lum Test.

- De Anza will go live October 19, 2011 for counselors, January 9, 2012 for students.
 - Foothill will go live September 26, 2011 for counselors, January 9, 2012 for students.
 - Schedule a demo next week – **Demo will be scheduled for September 8, 2011 in the SCS conference room (upstairs); the conference room was not available September 1, 2011.**
8. SARS/eSARS:
- Have quote from trainer; available September 1st, 6th and 7th.
 - Dates will not work; next available time would be mid-October.
 - Phase I – training and develop support structure for current platforms.
 - Phase II – Simplify the current platform architecture.
 - Scope and schedule (TBD after phase I).
9. Old Legacy Platform:
- Migrate by end of fiscal year.
 - Sending out survey to users to find out why still using.
 - More discussion is needed to decide where data will go (1983-1999).
10. High School Attribute:
- Need to integrate into CCCApply.
 - Testing in PRODN – going well.
 - Move into Production before October 1, 2011.
11. Positive attendance hours & contract hours:
- Modify essentials and faculty roster – clearer instructions and list max hours.
 - Ready in August.
12. Faculty notification when census is due (Active Class Roster) – Ready in August.
13. Academic Standing:
- Next step – disqual program written to drop students.
 - Start after Jerrick returns from vacation.
14. 1098ts:
- Recreate in ARGOS to match IRS fields; students will be able to get through SSB.
 - Test late Fall.
15. Security Reports:
- HR will run termination report once a week and forward to Bill after verifying to lock accounts of terminated employees.
 - Report does not include student employees – need to look into.
 - Instructional Support – who manages security at colleges.
16. EcoPass – testing; will be ready by August 30, 2011.
17. Credential Inc. Transcripts – go live beginning of September.
18. 3CMS/CMS catalog – pre-reqs not in Banner.
- Had meeting this week to discuss interface – go live early next year.
19. Cashier Office Daily Reports:
- Do not run every once in a while; rescheduled to run before 1:00am.
20. Student Tab:
- Give access to everyone.
 - Some faculty may not want access; give option to opt out.

- Put Class Finder channel in Banner tab for all users to have access too; not just student tab.