Winter Registration Weekly Go Live Meeting Minutes
December 16, 2010 8:00am-9:00am

Attendees: Tom Roza, Pat Fifield, Rich Schroeder, Joan Pena-Ferrick, Stephanie Franco, Shawna Aced, Susan Malmgren, Laureen Balducci, Becca Levin, Jerrick Woo, Jim Clow, Joe Lampo, Drake Lewis, Kathleen Moberg, Bill Baldwin, Fred Sherman and Kari Elliott (note taker).

1. Winter Registration:
   - 18,200 registered at De Anza.
   - 10,700 registered at Foothill.
2. Payment Gateway.
   - Experience a couple of session timeouts.
   - Reactivated service request.
3. CCCApply (special characters).
   - Lee McDonald working on.
   - Tom will follow up.
4. Assessment – upload test scores.
   - Create program to clear completely; not day to day.
5. Ineligible Drops.
   - Run in audit & update mode in TSTHRS – Jerrick.
6. Drops for Nonpayment.
   - Currently working.
7. Academic History.
   - Fall Grades; instructions have been made clear for submitting.
   - Repeatability/'W' grade.
   - Patch in place – testing in TSTHRS.
     - Ready for PRODN; need to coordinate between the campuses.
8. Waitlist Issues:
   - Waitlist not moving fast enough – SGHE solution did not work.
   - Call with SGHE today at 9:00am.
9. Active Roster Work Group.
   - Continue to have meetings.
10. 1098T Reporting.
    - On target.
11. Resource 25 Interface.
    - Set up complete.
    - Work on schedule 25 next.
12. ARGOS.
    - No training scheduled for January 2011 for Report Writer.
    - Will need to do training in house.

13. SSB Dashboard.
    - On target.
14. Accounts Receivable.
    - Implementing changes.
15. 320 Report.
    - Making progress.
    - Consultant on site December 17, 2010.
16. Student ID Card – interface to Banner.
    - Need to automate.
17. Degreeworks.
    - Still not getting weekly reports & have no calendar yet.
18. Part-time Faculty Contracts.
    - Need to be accepted by December 17, 2010.
    - Emails have been sent to faculty who have not accepted.
    - Daily reports to deans of faculty who have not accepted.
19. HR/Payroll Upgrade (for W2's):
    - Begin December 28, 2010 at 8:00am.
    - Will need to shutdown Luminis & Banner.
    - Estimate of downtime will be sent out today.