

Student Weekly Meeting Minutes

February 2, 2012 8:00am-9:00am

Attendees: Chien Shih, Tom Roza, Susan Malmgren, Bill Baldwin, Jerrick Woo, Joe Lampo, Veronica Aparicio, Kent McGee, Nazy Galoyan, Joan Pena-Ferrick, Rachel Tai, Rich Schroeder, Angela Caballero de Cordero and Kari Elliott (note taker).

Standing Agenda Items:

1. VMS Survey – who is using legacy system and why are they using it.
 - Migrate by end of fiscal year.
 - No problem expected migrating FRS and HRS; used for historical data.
 - Will need a strategy migrating SIS; still used as a live system.
2. Grade Roll & Ineligible Processing (UC4):
 - Phase II – training completed.
 - Currently setting up accounts and security roles.
 - Will run cashier jobs, internal jobs and part of grade roll.
 - Have 2 internal jobs in production.
 - Phase III – gradual go live – February 2012.
 - Had problem with repeatability; CalB defect, service request with Action line.
3. Faculty Association Mandate (stop registration when quarter starts):
 - Implement Summer quarter 2012.
 - Setup weekly testing sessions on Fridays beginning in May.
4. Fall Registration:
 - De Anza is tentatively planning to start registration in July; has not been confirmed yet.
5. BDMS:
 - Jerrick working analyzing offloaded data from Foothill's hard drives.
 - Format ready to input into conversion program for testing.
 - Purchasing begin using September 2012.
 - Web version-Banner Tab does not allow printing; DSS need to be able to print.
6. Degreeworks:
 - 3 service requests with Action line – making progress.
 - What if function needs to be tested.
 - Working on way to measure load.
7. SARS/eSARS:
 - Phase II – Simplify the current platform architecture.
 - Implement common platform February 9-10, 2012.
 - User documentation out for review.
 - Phase III – Integrate into MyPortal; single sign on Fall 2012.
8. Academic Standing:
 - Follows Banner routines and Financial Aid academic standing has different routines & meanings.
 - Add channel to explain Financial Aid academic standing.
9. 1098ts – completed.
10. Security General C Class:

- Next to remove are division administrative assistants and deans; follow up at next meeting.
11. 3CMS/CMS catalog – pre-reqs not in Banner.
 - Already released in Degreeworks and Class Finder; still need to implement into baseline Banner.
 12. Cashier Office – Financial Aid Disbursements:
 - Running every Tuesday; automate in UC4.
 13. Fees incorrect when student drop courses online.
 - Defect in Banner; affects some international students at De Anza.
 - Service request with Action line.
 14. Regulatory overhaul of repeatability, withdrawal and grade calculations.
 - Rules are fine; need policy issue district wide.
 - Still in compliance; may change later pending policy decision.
 15. Placement scores – show students' level in Banner, not score – Jerrick.
 - In test stage; complete end of February.
 16. Missing grades banded report – Jerrick.
 - Release to senior management at both colleges; in process to put on Report tab.
 17. Tracking non-transcriptable courses in Banner – Lourdes/Jim.
 - I/R needs a centralized place for tracking; Lourdes to provide specs.
 18. Census – specs almost completed:
 - Button will appear only on census date; will disappear after date passes; no implementation date yet.
 19. State Compensation Report – Due April 30, 2012:
 - SGHE cannot release patch; HR/Payroll will transfer project to ETS.
 20. Faculty Leave Reporting – began coding using APEX; complete end of April.
 21. Replacement email/calendar – currently evaluating; decision made by end February.
 22. Drops for disqualified students – request from De Anza:
 - Message alert system similar to drop for nonpayment.
 23. Online applications for International Students – request from De Anza:
 - Meeting scheduled for next week.
 24. De Anza would like to do late adds for distance learning like Foothill; did not want to do initially.
 - Schedule meeting – waiting for response.