Student Weekly Meeting Minutes
February 9, 2012 8:00am-9:00am

Attendees: Chien Shih, Tom Roza, Susan Malmgren, Bill Baldwin, Jerrick Woo, Veronica Aparicio, Kent McGee, Nazy Galoyan, Joan Pena-Ferrick, Rachel Tai, Angela Caballero de Cordero, Lourdes Del Rio-Parent, Drake Lewis, Shawna Aced, Kathleen Moberg 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 III – gradual go live – February 2012.
     - Currently setting up accounts and security roles; Service request for tech help.
     - Will run cashier jobs, internal jobs and part of grade roll.
     - Have 2 internal jobs in production.
3. Faculty Association Mandate (stop registration when quarter starts):
   - Implement Summer quarter 2012.
   - Setup weekly testing sessions on Fridays beginning in May.
   - Recommend testing start after CalB 8.6 and Student upgrades scheduled for May 18th.
     - May do upgrade in August; discuss more in Core committee.
   - Foothill will have an early Summer session; classes start June 11, 2012.
     - Will implement for regular Summer quarter.
4. Fall Registration:
   - De Anza is tentatively planning to start registration in July; has not been confirmed yet.
   - Foothill is undecided.
5. BDMS:
   - Jerrick working analyzing offloaded data from Foothill's hard drives.
     - Still working on conversion; format not correct yet.
   - Purchasing begin using September 2012.
   - Web version-Banner Tab does not allow printing; DSS need to be able to print – Matt.
6. Degreeworks:
   - 3 service requests with Action line – making progress.
   - What if function does not work for 15-10% of students; times out.
     - No pattern; waiting for response from Action Line.
   - Working on way to measure load.
7. SARS/eSARS:
   - Phase II – Simplify the current platform architecture.
     - Implement common platform February 9-10, 2012; need to delay 2 weeks (February 23rd).
     - Kiosks need software to be enabled to work alone.
   - Phase III – Integrate into MyPortal; single sign on Fall 2012.
   - Financial Aid would like to purchase text message option.

8. Security General C Class:
   - Next to remove are division administrative assistants and deans; follow up at next meeting.
9. 3CMS/CMS catalog – pre-reqs not in Banner.
   - Already released in Degreeworks and Class Finder; still need to implement into baseline Banner.
10. Cashier Office – Financial Aid Disbursements:
    - Running every Tuesday; automate in UC4.
11. Fees incorrect when student drop courses online.
    - Defect in Banner; affects some international students at De Anza.
    - Service request with Action line.
12. 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.
13. Placement scores – show students' level in Banner, not score – Jerrick.
    - In test stage; complete end of February.
14. Missing grades banded report – Jerrick.
    - Release to senior management at both colleges; in process to put on Report tab.
15. Tracking non-transcriptable certificates in Banner – Lourdes/Jim.
    - I/R needs a centralized place for tracking; Lourdes to provide specs.
16. Census – specs almost completed:
    - Button will appear only on census date; will disappear after date passes; implement Spring quarter.
17. State Compensation Report – Due April 30, 2012:
    - SGHE cannot release patch; HR/Payroll will transfer project to ETS.
18. Faculty Leave Reporting – began coding using APEX; complete end of April.
    - Demo at All Administrators Meeting April 27, 2012.
19. Replacement email/calendar – currently evaluating; decision made by end February.
    - Implement July 1, 2012.
20. Drops for disqualified students – request from De Anza:
    - Message alert system similar to drop for nonpayment.
21. Online applications for International Students – request from De Anza:
    - Did not like CCCApply.
22. 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.