

Student Weekly Meeting Minutes

July 26, 2012, 8:00am-9:00am

Attendees: Chien Shih, Lourdes Del Rio-Parent, Drake Lewis, Tom Roza, Stephanie Franco, Joe Lampo, Kathleen Moberg, Jerrick Woo, Joan Pena-Ferrick, Bill Baldwin, Shawna Aced, Veronica Aparacio, Moaty Fayek, Angela Caballero de Cordero, Laureen Balducci and Kari Elliott.

3CBG Conference:

September 18, 2012, 8:30am-5:00pm, at the Hilton Newark/Fremont, 39900 Balentine Dr, Newark, CA 94560.

- Registration fee is \$50.00 per person.
- FLAC module presentation.
- DegreeWorks Implementation presentation.
- May do BDMS presentation.

Standing Agenda Items:

1. Data Requirements from SIS Legacy System:
 - Legacy sunset date – June 30, 2013; need data store when decommissioned.
 - Moving 10,000 students a night.
 - Continuing to move Course History; course work that was missed by 2010 SIS Plus migration to Banner.
 - Deadline to complete – December 31, 2012.
2. Census:
 - Auditors Report spec completed and reviewed; need report completed by May 2013.
3. UC4:
 - Banner Agent – still negotiating with Ellucian on maintenance fee.
 - Meeting scheduled early August.
 - Cannot run Banner job without Banner Agent; test with Summer grade roll.
4. Fall Registration:
 - 2,986 registered at Foothill.
 - 2,360 registered at De Anza.
 - Both colleges will drop for nonpayment.
5. Spring grade rolls begin July 6, 2012 for both colleges.
 - Continue until complete; no problems reported.
6. BDMS:
 - Phase III: De Anza has microfiche records on CD, need to move into BDMS.
 - Disabled Students – ready to begin training.
 - De Anza has provided a list for security but do not have a scanner yet.
 - Instructor class list cannot load in Faculty Cabinet.
7. Degreeworks:
 - 4.1 not in Test yet; staff working on Exchange issues.
 - Double credit issue (affecting more students at both colleges); routine did not work.
 - Defect fixed with 4.1.
 - Still having issues with Ed plan.

- Known defect with Internet Explorer; confirmed fixed in 4.1.
 - Foothill reported problem with saving Ed plan in 4.0.9.
 - Cannot save Ed plan if course is misspelled or unit value is wrong; error message does not pop up and it used to.
 - Happens on PC and Macs; Browser may not allow pop-ups.
 - Need to investigate further.
 - Counselors would like button to change majors in Degreeworks; add to dashboard – July 2, 2012.
 - Also will add placement score view to dashboard.
 - IGETC – Kent will follow up with San Mateo College.
 - Kent needs to work on with Action Line to resolve.
 - Requested consultant help for two days for technical trouble shooting – end of August.
 - Stephanie will forward agenda to Chien next week.
8. SARS/eSARS:
- Financial Aid would like to purchase text message option; PR is in progress.
 - Have new quote for synch chip for texting.
 - Foothill will replace STS with SARS.
 - Will create website for project.
 - Mid-August – first meeting for implementation team.
9. Security:
- Bill is working in APEX to automate security.
 - Moving forward; review spec when ready.
 - Student group Pop Sel access; need list of who needs access.
10. Faculty Leave Reporting – began working on Payroll interface.
- Need testing/training schedule.
11. Replacement email/calendar:
- Outlook Client not working on PCs; resolve by afternoon of July 26, 2012.
 - July 30, 2012 conclude implementation.
 - Phase II – implement Outlook client; users must opt in through Call Center.
12. Health Insurance Fee Issue.
- Provide better reporting to users; working on ARGOS report.
 - Reviewing report internally.
13. Review Functional Spec for automating the Student Checklist.
- Meeting scheduled August 1, 2012 with key players.
 - On Banner Issues list.
14. Review list of projects completed by Jerrick Woo and Xiaobin Li at next week's meeting (August 2, 2012).