

Student Weekly Meeting Minutes

July 7, 2011 8:00am-9:00am

Attendees: Bill Baldwin, Henry Jung, Shawna Aced, Kathleen Moberg, Tom Roza, Joan Pena-Ferrick, Stephanie Franco, Joe Lampo, Susan Malmgren, Jerrick Woo, Rachel Tai, Laureen Balducci, Pat Fifield, Becca Levin and Kari Elliott (note taker).

1. Registration for Summer quarter:
 - 17,700 registered at De Anza.
 - 9,700 registered at Foothill.
 - Fall time tickets assigned; registration begins July 7, 2011 for De Anza.
2. Fall Registration Schedule:
 - De Anza (29,000 time tickets issued)
 - July 7th EOPS/DSS/Vets/EDC
 - July 12th Other Priority
 - July 13th Continuing Students
 - July 21st New & Former Students
 - August 15th High School Students
 - Foothill (20,070 time tickets issued)
 - July 21st Priority Registration (EOPS, DSSPS & Vets only)
 - July 22nd Early Registration
 - July 25th Continuing Students (start date staggered by number of units)
 - August 1st New & Former Students
 - August 2nd High School Students
 - Fall quarter classes begin September 26, 2011.
 - Drop for nonpayment dates for De Anza (confirmed by Rachel):
 - July 29th, August 12th, August 26th, September 2nd and September 9th (last drop).
 - Foothill has decided not to drop for nonpayment for Fall quarter (confirmed by Shawna).
3. BDMS:
 - Hershey system is now frozen.
 - Began conversion execution July 6, 2011, complete over weekend.
 - Paul Apollo will be onsite next week.
 - Security access still needs to be setup for both colleges.
4. Degreeworks:
 - Training July 12-14, 2011 at Foothill, D270.
 - Platform ready by end of July.
5. Transcript Printing Issues:
 - Printing future graduation date on transcript.
6. High School Attribute:
 - Defer to later time when not so busy; A & R cannot test right now.
7. Max units check for concurrently enrolled students:
 - No longer working.

- Need to check for high school students.
8. Need to be able to capture non-transcript certificates (Foothill request):
 - Special coding to store on space mountain.
 - Need to know what information Lourdes needs to capture; federal requirement.
 9. Advancement – duplicate record cleanup:
 - Continuing process; procedure in place with CCCApply
 10. Refund rule on SFARSTS – Term spanning classes:
 - Affects mostly Summer quarter.
 - Jerrick's solution worked.
 - Setup issue – percentage for refunds.
 11. Positive attendance hours & contract hours:
 - Change message – make bolder max hours exceeded; faculty miss message.
 - Cannot go back and enter hours after grades have been rolled; A & R have to enter manually.
 - Have error message when faculty try to submit grades without hours.
 12. Student Class List Channel:
 - Planned for Fall quarter (open, closed, cancelled, hot classes).
 - Demo for team before going live.
 - Will also include Foothill Distance Learning late ads option.
 13. Faculty notification when census is due (Active Class Roster):
 - Matt can do.
 14. Financial Aid refunds – Foothill:
 - John Mullen running reports messed up refund.
 15. SIAINST – Role assignment per request:
 - Makes role assignment permanent.
 16. Grade Rolls:
 - Foothill just finished 3rd round; 4th round this weekend.
 17. Academic Standing – De Anza:
 - Need to set date to do for Spring quarter.
 - Foothill will run next week.
 18. Need to add additional instructions for add codes when emailed to students.
 19. Next window to do upgrades will be in August.