

Student Weekly Meeting Minutes

June 14, 2012, 8:00am-9:00am

Attendees: Chien Shih, Tom Roza, Joe Lampo, Joan Pena-Ferrick, Veronica Aparicio, Bill Baldwin, Susan Malmgren, Drake Lewis, Jim Clow, Henry Jung, Kathleen Moberg, Kevin Harral, Rich Schroeder and Kari Elliott (note taker).

Standing Agenda Items:

1. Data Requirements from SIS Legacy System:
 - Still cleaning up; consolidating errors – making progress.
 - Legacy sunset date – June 30, 2013.
 - Need data store when decommissioned.
2. Census:
 - Email consolidated in Production for Summer quarter.
 - Review Auditors Report spec; need completed by May 2013.
3. UC4:
 - Banner Agent – still negotiating with Ellucian on maintenance fee.
 - Need resolution by July; would like to automate next big grade roll.
 - Cannot run Banner job without Banner Agent; test with Summer grade roll.
4. Faculty Association Mandate (stop registration when quarter starts) – July 2, 2012:
 - Script in place; tested and worked correctly.
 - Need to remind Hasan July 1, 2012 to run script.
5. Summer Registration.
 - 7,540 registered at De Anza.
 - 8,600 registered at Foothill.
6. Financial Aid Issue with early Summer session (Foothill).
 - Will have to do manual changes for entire Academic year for 119 students; enrolled in Spring quarter and early Summer quarter – sessions overlap.
7. Summer drop for nonpayment.
 - Drop for nonpayment for De Anza – June 22, 2012.
8. Fall Registration – Both colleges will begin registration July 23, 2012.
9. BDMS:
 - Phase III: De Anza has microfiche records that need to be moved to disks and then moved into BDMS – already on CD.
 - Disabled Students.
 - Workstation is complete; ready to start training.
 - De Anza has provided a list for security but do not have a scanner yet.
10. Degreeworks:
 - Have patch for 'What if' scenarios; patch did not work and have escalated service request.
 - No resolution yet.
 - Double credit issue (affecting more students at both colleges); routine did not work.
 - Defect is to be fixed in 4.1.
 - Need list of students who are enrolled at both De Anza and Foothill to test in 4.1.
 - Still having issues with Ed plan.

- Known defect with Internet Explorer; No resolution yet, may be fixed in 4.1.
 - Degreeworks 4.1 installed in Degreeworks Test connected to PRODN.
 - Norbert has begun installing Ed plan; have not completed yet because of Exchange Implementation project.
 - Addition of master list part of feature of 4.1.
 - 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.
11. SARS/eSARS:
- Financial Aid would like to purchase text message option; PR is in progress.
 - Synch chip needed for sending text messages; Will need to get new quote.
 - Colleges will combine contract; ETS will be point of contact.
12. Security:
- Bill is working in APEX to automate security.
 - System to track requests and changes.
 - Looking at current process.
13. Faculty Leave Reporting – began working on Payroll interface.
- Technical meeting scheduled for next week.
 - Need testing/training schedule.
14. Replacement email/calendar:
- Implement by July 9, 2012.
 - ETS and Super Users complete; system performing adequately.
 - Central Services conversion begins June 15, 2012.
 - 24 hour basis migration of historical email; less email to convert on conversion dates.
 - No Meeting Maker conversion; will be decommissioned mid-July.
15. Online applications for International Students – IT Project request form has been submitted from De Anza and prioritized.
- Banner has a recruitment module available; waiting for feedback from International Student offices.
16. Health Insurance Fee Issue.
- Turn on audit trail.
 - Provide better reporting to users.