

Student Weekly Meeting Minutes

June 23, 2011 8:00am-9:00am

Attendees: Chien Shih, Bill Baldwin, Henry Jung, Shawna Aced, Kathleen Moberg, Tom Roza, Joan Pena-Ferrick, Veronica Aparicio, Stephanie Franco, Drake Lewis, Rich Schroeder, Becca Levin, Angela Caballero de Cordero, Jim Clow, Stephanie Franco, Matt Rapczynski, Susan Malmgren, Jerrick Woo, Pat Fifield, Laureen Balducci, Rachel Tai and Kari Elliott (note taker).

1. ARGOS:

- End user training completed.
- Follow up training in August.

2. Registration for Summer quarter:

- 14,450 registered at De Anza.
- 8,828 registered at Foothill.
- Surge is registration June 20, 2011 (high school registration at De Anza).
 - Slowed Banner down.
 - Some locked accounts; one parent tried to register student at home while other parent tried to register in person at the same time.
- Middlefield experience Oracle error messages June 20, 2011.
 - Adjustment made to shared pool (Oracle management); still some issues June 21st and June 22nd.
 - Shared memory allocation problem.
 - Continue to monitor; believed resolved.

3. 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 (will not move registration up)
 - July 21st Priority Registration (EOPS, DSPS & 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 TBD by colleges.

4. Advancement 8.4 – PRODN:

- Soft close scheduled for June 30, 2011.
- SGHE recommends no software changes at the same time as soft close; will need to find another window for Advancement 8.4.
- Will not be able to clone PROD to PRODN before Advancement 8.4 is moved into production.

- Degreeworks will work with current PRODN – Foothill had made the request for clone but is ok with cloning not being done.
- Early August is next window.
- 5. SSB – updating mailing addresses:
 - Discussed in Core Committee.
 - Need to make students aware to keep information current.
 - Target message to students to update.
 - Add another channel to Student tab.
- 6. 320 Report – next filing July 15, 2011.
 - Additional items to be corrected per John Mullen.
 - Schedule is still a mess.
- 7. BDMS:
 - Cabinets will be loaded with Hershey data by end of June 16, 2011.
 - Tom will let A & R offices know when they can start to certify.
 - Still need date to freeze Hershey.
- 8. Degreeworks:
 - Finalizing single sign on into Degreeworks.
 - Complete production platform – mid-July.
 - Currently validating scribe work.
 - Go live – September 26, 2011.
- 9. Security Report:
 - Discussed in Core Committee.
 - Susan has changed the names of reports and colors.
 - Ready for Report tab by June 30, 2011.
- 10. Academic Standing – De Anza testing:
 - Still need to gather more data.
 - Scheduled meeting with Foothill.
 - Follow up with Jerrick.
- 11. Registration Issues:
 - High School attributes need to terminate when student applies as a new college student.
 - CCCApply check for attribute for new students; script to compare new student to attribute and terminate.
 - Auto emails from CCCApply inconsistent; students not getting communications.
 - May 7, 2011 upload did not work right.
 - Program to match applications to emails gone out; 30% of applications end up in suspense.
 - Banner is no longer checking concurrently enrolled students for max units; Shawna reported a student taking the max units at De Anza attempting to take the max units at Foothill.
 - Baseline Banner, was working last summer and is not now.
 - Need to find root cause.
 - High school students need to be checked for total units as well.
 - Can use report International Students use to track.
- 12. De Anza Grade Roll Schedule (need Foothill's grade roll schedule):
 - June 25th, July 2nd and July 9th.