

Student Weekly Meeting Minutes

June 28, 2012, 8:00am-9:00am

Attendees: Chien Shih, Tom Roza, Joe Lampo, Joan Pena-Ferrick, Bill Baldwin, Susan Malmgren, Henry Jung, Kathleen Moberg, Rachel Tai, Shawna Aced, Angela Caballero de Cordero, Jim Clow, Sheila Coyne, Jerrick Woo, Fred Sherman, Rich Schroeder, Nazy Galoyan and Kari Elliott (note taker).

Standing Agenda Items:

1. Data Requirements from SIS Legacy System:
 - Legacy sunset date – June 30, 2013; need data store when decommissioned.
 - Currently rolling academic history & holds into Banner; all other data into Oracle.
 - Not all academic history moves over; missing classes.
 - Have Credentials do a screen scrape of transcripts and store in their system; get image from Credentials and index into BDMS.
 - Still would need SI data to review data migrated is correct.
 - Manually build academic history from PDF.
 - More discussion is needed.
2. Census:
 - 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:
 - Need to remind Hasan July 1, 2012 to run script.
5. Summer Registration.
 - 13,400 registered at De Anza.
 - 9,900 registered at Foothill.
6. Spring grade rolls begin July 6, 2012 for both colleges.
7. Clone PRODN to run 320 report with old rules – July 9, 2012.
 - May not need to do; will check with A & R offices before July 9th.
8. 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.
 - Will have to change module for next year if Foothill continues to have an early Summer session.
9. Early Summer session Issue.
 - Need report to find students who fail an early Summer session and try to enroll again in regular Summer session for same course – Shawna will provide information to Susan to write spec.
10. Fall Registration – Both colleges will begin registration July 23, 2012.
11. 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.
12. 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.
 - 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.
- 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.
 - Cannot finish testing 4.1 until Ed plan is installed.
- 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.

13. 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.
 - \$15,000 for each campus.

14. Security:

- Bill is working in APEX to automate security.
 - Looking at current process.

15. Faculty Leave Reporting – began working on Payroll interface.

- Need testing/training schedule.

16. Replacement email/calendar:

- Implement by July 9, 2012.
- No Meeting Maker conversion; will be decommissioned mid-July.

17. Health Insurance Fee Issue.

- Provide better reporting to users.

18. Generic emails (department email accounts).

- Will still have access to sendmail until converted.
- Meeting scheduled July 3, 2012 to develop implementation plan.

19. Locked Accounts.

- ETS is working on enabling expired student accounts.
- Send locked accounts to Joe Lampo and cc Chien Shih; ETS will look into.