Student Weekly Meeting Minutes
March 1, 2012 8:00am-9:00am

Attendees: Chien Shih, Bill Baldwin, Veronica Aparicio, Kent McGee, Nazy Galoyan, Joan Pena-Ferrick, Drake Lewis, Joe Lampo, Laureen Balducci, Kathleen Moberg, Rich Schroeder, Rachel Tai, Angela Caballero de Cordero, Joe Lampo and Kari Elliott (note taker).

Standing Agenda Items:

1. VMS Survey – who is using legacy system and why are they using it.
   - Migrate by end of fiscal year.
   - No problem expected migrating FRS and HRS; used for historical data.
     - Writing into Oracle tables.
   - Academic History biggest challenge.
2. UC4:
   - Phase III – gradual go live – February 2012.
     - Automate by end of March; begin looking at other departments.
     - UC4 vendor recommends having Banner Agent (software between Banner and UC4).
       - Investigating further.
     - Cannot move from test to Production; can kill job in UC4, but still running in Banner.
3. Faculty Association Mandate (stop registration when quarter starts):
   - Implement Summer quarter 2012.
   - Weekly testing sessions have been setup; key issues have been identified.
   - CalB 8.6 and Student upgrades scheduled for May 18th.
     - Testing CalB upgrade (320 reporting).
     - Keep work around in place through summer & do upgrade at another time; not enough time to test; Institutional Research is ok with doing upgrade at another time.
4. Foothill will have an early Summer session; classes start June 11, 2012.
   - FA mandate will not affect early Summer session.
   - Early sessions need to be entered into schedule.
   - Process issues – affects on finance and cashier office.
5. Spring Registration:
   - Spring priority registration begins March 6, 2012 for De Anza and March 7, 2012 for Foothill.
   - Both colleges will drop for nonpayment March 23rd and March 30th.
6. Fall Registration:
   - De Anza is tentatively planning to start registration on July 23, 2012; confirmed.
   - Foothill is undecided.
7. BDMS:
   - Jim Clow & Ryan Anthony are working on formatting extracted data for Foothill; making progress.
   - Purchasing begin using March 2013.
   - Web version-Banner Tab does not allow printing; DSS need to be able to print – Matt.
8. Degreeworks:
   - Working for students.
   - Have patch for 'What if' scenarios; patch did not work and have escalated service request.

- Have service request with SGHE for GPA rounding issue; patch did not work.
- Double credit issue (affects 2 students at De Anza & 3 students at Foothill); routine did not work, waiting for response from action line.
- Localization of PDF file – Jerrick working on.
- Counselors would like button to change majors in Degreeworks; add to dashboard.

9. SARS/eSARS:
- Phase III – Integrate into MyPortal; single sign on Fall 2012.
- Financial Aid would like to purchase text message option.
    - Chien will forward quote to Angela to add to PR.

10. Security General C Class:
- 294 remain in general C class.
- Payroll has been removed.
- Waiting to hear from Finance and HR.

11. 3CMS/CMS catalog – pre-reqs not in Banner.
- Already released in Degreeworks and Class Finder; baseline Banner integration is also completed, waiting for certification by the user.

12. Fees incorrect when student drop courses online.
- Defect in Banner; affects some international students at De Anza, not reported at Foothill.
- Service request with Action line, no response; fee assessment batch job fixes at night.

13. Regulatory overhaul of repeatability, withdrawal and grade calculations.
- Still in compliance; may change later pending policy decision.

14. Placement scores – show students' level in Banner, not score – Jerrick.
- Changing direction, more time needed; New deadline – March 30, 2012.
- Need connected before Fall registration begins in July.

15. Missing grades banded report – Jerrick.
- Release to senior management at both colleges; in process to put on Report tab.
- Senior staff discussing how to reprimand faculty who do not turn grades in on time.

16. Tracking non-transcriptable certificates in Banner – Lourdes/Jim.
- I/R needs a centralized place for tracking; Lourdes to provide specs.

17. Census –completed:
- Button will appear only on census date & following 2 days; will disappear after date passes; implement Spring quarter.

18. State Compensation Report – Due April 30, 2012:
- Specs have been reviewed; on target to meet deadline.

19. Faculty Leave Reporting – began coding using APEX; complete end of April.
- Demo at All Administrators Meeting April 27, 2012.

20. Replacement email/calendar – currently evaluating:
- Recommendation has been made to cabinet; Outlook Exchange was chosen.
- Implement July 1, 2012.

21. Online applications for International Students – request from De Anza:
- Did not like CCCApply; Will need to complete an IT Project request form.

22. De Anza would like to do late adds for distance learning like Foothill; did not want to do initially.
- Code ready; need to meet with college; Will need to complete an IT Project request form.