

Student Weekly Meeting Minutes

March 8, 2012 8:00am-9:00am

Attendees: Chien Shih, Bill Baldwin, Veronica Aparicio, Kent McGee, Nazy Galoyan, Joan Pena-Ferrick, Drake Lewis, Joe Lampo, Kathleen Moberg, Rachel Tai, Angela Caballero de Cordero, Henry Jung, Susan Malmgren, Shawna Aced, Lourdes Del Rio-Parent, Jerrick Woo and Kari Elliott (note taker).

Standing Agenda Items:

1. VMS Survey – Migrate by end of fiscal year.
 - No problem expected migrating FRS and HRS; Writing into Oracle tables.
 - Academic History biggest challenge; more information needed.
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; reviewing information from San Mateo college.
 - 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):
 - Ready to implement Summer quarter 2012; will not implement for Foothill's early Summer session.
 - Weekly testing sessions have been setup; key issues have been identified.
4. CalB 8.6 and Student upgrades scheduled for April 27, 2012.
 - Begin installing in PROD and PRODN March 8, 2012.
 - Ready for testing March 12, 2012.
5. Foothill early Summer session; classes start June 11, 2012.
 - Schedulers have begun entering sessions (150).
 - Process issues – affects on finance and cashier office; will need to test.
 - Distance learning will need to turn late adds off then back on for Summer session.
 - Foothill will need to do an early grade roll for Spring quarter.
 - Banner will not catch time conflicts between Spring and Summer quarter.
 - A query can be written to find overlapping classes.
6. Spring Registration:
 - 1,080 registered at De Anza; 600 registered at Foothill.
 - No problems have been reported.
 - Both colleges will drop for nonpayment March 23rd and March 30th.
7. Fall Registration:
 - De Anza has confirmed registration will begin July 23, 2012.
 - Foothill normally starts around the same time.
8. BDMS:
 - Jim Clow & Ryan Anthony are working on formatting extracted data for Foothill; making progress, general person records done-230,000 records.
 - Foothill has requested to move the Legacy data to Banner including hold information for the 230,000 general person records; more discussion is needed.
 - Purchasing begin using March 2013.
 - Web version-Banner Tab does not allow printing; DSS need to be able to print – Matt.

9. Degreeworks:

- Have patch for 'What if' scenarios; patch did not work and have escalated service request.
 - Waiting for response.
- 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.
 - Action line needs more time to review.
- Still having issues with Ed plan.
 - Known defect with Internet Explorer.
 - No browser works all the time.
- Localization of PDF file – Jerrick working on; fixed.
- Counselors would like button to change majors in Degreeworks; add to dashboard.

10. SARS/eSARS:

- Phase III – Integrate into MyPortal; single sign on Fall 2012.
- Financial Aid would like to purchase text message option.
 - PR is in progress.
- Combined platform has been up for 2 weeks.

11. Security General C Class:

- HR has been removed.
- 280 remain in general C class.
 - Kathleen and Shawna will review list.
- Waiting to hear from Finance.

12. 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.

13. 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.

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.
- Will present to Senior Staff meeting March 13, 2012.

16. Tracking non-transcriptable certificates in Banner – Lourdes/Jim.

- I/R needs a centralized place for tracking.
- Begin testing March 12, 2012.

17. Census – specs completed:

- Button will appear only on census date & following 2 days; will disappear after date passes; implement Spring quarter.
- Deadline – March 30, 2012.

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 – Outlook Exchange was chosen:
 - Implement by July 1, 2012.
 21. Online applications for International Students – request from De Anza:
 - Did not like CCCApply; IT Project request form has been submitted.
 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.
 23. Spec for checklist for Student tab is completed; both colleges approved.
 24. Spec for Student Important Dates is completed.
 25. Spec for Attendance Sheet is completed.