Student Weekly Meeting Minutes
May 10, 2012 8:00am-9:00am

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

Standing Agenda Items:
1. Data Requirements from SIS Legacy System:
    - Clean up needs to be done first; colleges have already started.
    - Data will need to be certified by colleges after cleanup.
    - Estimate 1 year to complete.
2. Census:
    - Will consolidate email notification for Summer quarter.
3. Important Dates for Students – implement Summer quarter.
    - Time conflict for ETS staff; working on email/calendar project – ask to implement Fall quarter.
    - Needs to be implemented Summer quarter per A & R offices at colleges.
4. Expand course information into Banner – allow students to drill down through CRN when registering.
    - Will implement for Summer.
5. UC4:
    - Banner Agent – still negotiating with Ellucian (SGHE).
6. Faculty Association Mandate (stop registration when quarter starts) – July 2, 2012:
    - Ready to implement.
7. Foothill early Summer session; classes start June 11, 2012.
    - 280 registered.
8. De Anza will drop for nonpayment for Summer quarter; Foothill will drop for nonpayment.
    - Drop for nonpayment for De Anza, June 22, 2012.
    - Drop for nonpayment for Foothill – May 18th, May 25th, June 1st.
9. Fall Registration – Both colleges will begin registration July 23, 2012.
10. BDMS:
    - Phase III: De Anza has microfiche records that need to be moved to disks and then moved into BDMS.
    - Disabled Students.
        - Software installed this week at Foothill; schedule training when installation is complete.
        - De Anza has provided a list for security but do not have a scanner yet.
11. Degreeworks:
    - Have patch for 'What if' scenarios; patch did not work and have escalated service request.
        - No resolution yet.
    - Have service request with SGHE for GPA rounding issue; patch did not work – Jerrick working on.
    - Double credit issue (affecting more students at both colleges); routine did not work.
        - Defect is to be fixed 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.
  - Resolved some issues; still need to test Ed plan.
  - Ticket for Google Chrome issue with Action Line.
- 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.
- Requested consultant help.

12. SARS/eSARS:
- Financial Aid would like to purchase text message option; PR is in progress.
  - Synch chip needed for sending text messages; was not part of original quote.
  - Will need to get new quote.
- Testing/Assessment Center at De Anza is live; no issues reported.
- Meeting scheduled with colleges to consolidate contract.

13. Security General C Class:
- 40 users left in General C Class.

14. 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.

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

16. Replacement email/calendar:
- Implement by July 1, 2012.
- ETS will be first group to be converted; second batch will be 50 users compiled from both colleges and district.

17. 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.

18. eTrans.
- Meeting scheduled to discuss.
- Kathleen will check to see if direct connection to Texas server is still needed; haven't used since started using Credentials.

19. Tracking of non-transcriptable certificates is in place; technical part is complete.
- Need to match descriptions on Foothill website with descriptions in Banner; Foothill currently working on.

20. Health Insurance Fee Issue.
- Need more secure way to capture fees.
- ISP should review and correct.
- Exception report can be generated in ARGOS.
- Bill can create list of who has access to screen.