

Student Weekly Meeting Minutes

May 12, 2011 8:00am-9:00am

Attendees: Chien Shih, Bill Baldwin, Pat Fifield, Susan Malmgren, Joan Pena-Ferrick, Tom Roza, Rachel Tai, Henry Jung, Becca Levine, Shawna Aced, Laureen Balducci, Joe Lampo, Kathleen Moberg, Gordon Poon, Veronica Aparicio, Drake Lewis, Jerrick Woo and Kari Elliott (note taker).

1. Fall Quarter Projects:

- Faculty Association mandate – stopping registration Sunday at midnight before quarter starts.
 - Need to make waitlist and add codes will work.
 - ETS started looking at options.
 - Foothill has concerns over handling the student volume and faculty managing class size.
- Open class channel on Student tab.
- 8.4 patch.
 - Testing going well at both colleges.
 - Scheduled to move into production May 20, 2011 in the evening.
- Known defects from SGHE.
 - Waitlist capacity – allowing a student to register for class when class & waitlist are at capacity, bypassing waitlist all together; patch working.
 - Waitlist with no priority number – happens occasionally; monitor daily when waitlist is turned on.
 - No patch from SGHE.
 - When waitlist is manually changed in INB, priority sequence is messed up.
 - There is a job in Banner to re-sequence waitlist after adjustments are made; no notification is sent to student that priority has changed.
 - It is now standard procedure at both colleges to run job after waitlist is manually adjusted.
 - Will still run batch program to monitor for Summer quarter.
 - P/NP option does not work once class starts; work around in place.
 - No patch to fix – waiting for SGHE.

2. Date to register tickets for Summer quarter will be run May 17, 2011.

3. Foothill Distance Learning Issue:

- Want students to be able to sign up for distance learning classes on open class list; students cannot register for classes online once classes start because of Faculty Association mandate.
- Have a button or link on open class list to add student to roster as a possible solution.
 - Would be part of roster on a separate page.
 - Faculty can assign add codes if they want to add students from late add.
 - Would only be available to Distance Learning classes only at Foothill.

4. BDMS:

- On target for May 22, 2011 milestone.
- Consultant will be onsite week of May 16, 2011 for training, setup template and convert scanner from Hershey to BDMS – Lecture will be at Foothill, D270 and hands on training will be at De Anza.

- Consultant will also be onsite week of May 23rd for training.
 - ETS is working on production platform.
 - Hershey conversion script was successfully executed with Matt Rapczynski's script to change social security numbers to CWIDs; will continue to practice executing.
 - There is a Foothill database pre-2007 in Hershey that cannot be converted with conversion script; Shawna will be given access to review to see if data needs to be converted.
 - Foothill has images to be converted that are not in Hershey.
 - Part of phase II.
 - Tom & Joe will revisit and present plan to Chien after May 22, 2011 milestone.
5. Degreeworks:
- Upgrade to 4.0.9 May 11, 2011.
 - May be some issues with keys – Tom will report to Chien.
6. Appworx:
- Chien needs to approve SOW from UC4.
7. Transcripts:
- Problems with transcripts are fixed; confirmed by Joan at De Anza and Shawna at Foothill.
8. Log in/timeout Issue – reported by Shawna:
- Some modifications made; continue to monitor.
9. Security Report:
- Ready for final review with team leads.
 - Schedule meeting next week.
10. Course Studio:
- Working on Chat issue.
11. Touchnet Payment Gateway:
- Network will down tonight, May 5, 2011.
 - Settlement reports from Touchnet are 0 for both colleges; happened for the first time in April.
 - Students are still able to make a payment when balance is 0.
12. 1098ts – make available online only for '11-'12:
- Students will contact colleges if they want mailed; meeting scheduled to handle printing/mailing.
 - Put a link in SSB to view with message students can pick up in person at A & R office (eliminating the need to mail).
 - Target message will be sent out to students in January 2012 from A & R office at both colleges.
13. De Anza will do another grade roll for Winter May 14, 2011.