Student Weekly Meeting Minutes
May 3, 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, Lourdes Del Rio-Parent, Shawna Aced, Susan Malmgren, Angela Caballero de Cordero and Kari Elliott (note taker).

Standing Agenda Items:
1. How should we display registration status of "PR" on the faculty Roster? Should it be a Drop? (Susan)
   - Review codes; decide what will display on roster.
2. Data Requirements from SIS Legacy System:
   - ETS signed maintenance contract for 1 more year.
   - 1983-200 General Person migration meeting scheduled for next week.
     - Will include holds; need to clean up duplicates before moving into Banner.
3. Census:
   - Will consolidate email notification for Summer quarter.
4. Important Dates for Students – implement Summer quarter.
5. Expand course information into Banner – allow students to drill down through CRN when registering.
   - Will implement for Summer.
6. UC4:
   - Banner Agent – decision needs to be made before moving forward.
7. Faculty Association Mandate (stop registration when quarter starts) – July 2, 2012:
   - Ready to implement.
8. CalB 8.6 and Student upgrades; will do upgrades later in year.
9. Foothill early Summer session; classes start June 11, 2012.
   - Priority registration begins May 9, 2012.
   - Will drop for nonpayment – Shawna will give Tom the date.
   - Banner will allow students to take class in second session if failed in the first session; if grades are rolled, Banner will not allow class to be taken twice in same term.
10. De Anza will drop for nonpayment for Summer quarter; Foothill will drop for nonpayment.
    - Drop for nonpayment for De Anza, June 22, 2012.
11. Fall Registration – Both colleges will begin registration July 23, 2012.
12. BDMS:
    - Phase III: De Anza has microfiche records that need to be moved to disks and then moved into BDMS.
    - Disabled Students.
      - Install software onto computer at Foothill; begin training after installation.
      - De Anza has provided a list for security but do not have a scanner yet.
13. 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.

- - o Known defect with Internet Explorer; No resolution yet, may be fixed in 4.1.
  - Degreeworks 4.1 installed in Degreeworks Test connected to PRODN.
    - o Currently testing upgrade; seems to fix browser and rounding issues.
    - o San Mateo College recommends using old ed plan when implementing 4.1; can implement without upgrading ed plan.
      - Ed plan changes functionally in 4.1.
  - Counselors would like button to change majors in Degreeworks; add to dashboard – July 2, 2012.
    - o Also will add placement score view to dashboard.
  - IGETC – Kent will follow up with San Mateo College.
  - Requested consultant help.
14. SARS/eSARS:
    - Financial Aid would like to purchase text message option; PR is in progress.
      - o Synch chip needed for sending text messages; was not part of original quote.
      - o Will need to get new quote.
    - Testing/Assessment Center at De Anza is live.
    - Need to identify a single point of contact for both colleges with vendor.
      - o Colleges will call the Call Center with issues which will be forwarded to Joe Lampo. Joe will contact vendor if necessary.
15. Security General C Class:
    - May 3, 2012 remove users from list received from Kathleen.
    - Will remove all Finance users by end of April.
16. 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.
17. State Compensation Report – Due May 30, 2012:
    - Specs have been reviewed; on target to meet deadline.
18. Faculty Leave Reporting – began coding using APEX; complete end of April.
19. Replacement email/calendar – Outlook Exchange was chosen:
    - Implement by July 1, 2012.
    - Information website is up : http://ets.fhda.edu/exchange
20. Online applications for International Students – IT Project request form has been submitted from De Anza and prioritized.
    - Banner has a recruitment module available.
21. 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.
22. eTrans.
    - Apply for mini-grant and 1st year is free.
    - Send/receive transcripts from Credentials through eTrans.
    - CSU will be giving priority to students who submit transcripts through eTrans.
    - Kathleen will check to see if direct connection to Texas server is still needed; haven't used since started using Credentials.
23. Tracking of non-transcriptable certificates is in place; technical part is complete.
24. Health Insurance Fee Issue.
    - Need more secure way to capture fees.