

Student Weekly Meeting Minutes

November 3, 2011 8:00am-9:00am

Attendees: Chien Shih, Joan Pena-Ferrick, Tom Roza, Susan Malmgren, Veronica Aparicio, Bill Baldwin, Pat Fifield, Drake Lewis, Jerrick Woo, Kathleen Moberg, Laureen Balducci, Stephanie Franco, Angela Caballero de Cordero, Rachel Tai, Joe Lampo and Kari Elliott (note taker).

Standing Agenda Items:

1. CCCApply – High school students/issues with Financial Aid Students.
 - Have a pop up message for continuing students to verify major is correct.
 - Need to synchronize ed goal with major; students can choose an ed goal that does not match their major.
 - CCCApply has inaccurate High School codes – affects MIS reporting.
 - Andrew LaManque is aware of issue.
 - Zap working on fixing inaccurate codes.
 - Need data field for date student entered California.
 - Shawna will send request to Joe.
2. VMS Survey – who is using legacy system and why are they using it.
 - Received results from Andrew; 188 responses.
 - Begin meeting with teams after results are reviewed.
 - Migrate by end of fiscal year.
3. Grade Roll & Ineligible Processing (UC4):
 - Plan to automate – Tom is working with colleges to document process.
 - Phase I – software platform up & running.
 - Phase II – training, starting end of January 2012 for technical staff.
 - Phase III – gradual go live – February 2012.
4. Faculty Association Mandate (stop registration when quarter starts):
 - Review impact statement.
 - Have to implement Winter quarter.
 - Steering Committee pushing for renegotiating.
 - Start to plan implementation.
 - Parameter check; announcements ready.
 - Final testing.
 - Implement; process for handling issues that come up.
5. BDMS:
 - Keep Hershey platform up & running; will need to back up database & archive.
 - Finalize user guide.
 - Long list of terms in drop down menu; would like to be able to type in term.
 - Still looking into; service request with SGHE
 - Phase II – converting Foothill stored images; begin after Phase I is complete.
 - De Anza also has microfiche which need to be converted and stored.
6. Degreeworks:
 - Colleges will go live January 9, 2012 for students.

- Both colleges implementing Ed Plan for students.
 - Every Ed Plan created does not have to be approved.
 - Counselors need to be proficient in Degreeworks.
 - Review Degreeworks channel next week.
 - Involve those who are interested in DASB in pilot group.
 - Susan will present demo November 14, 2011 to Foothill Leadership.
 - Chien will talk to Pat Hyland to schedule sooner.
 - Licensing issue to use ARGOS reports.
7. SARS/eSARS:
- Phase II – Simplify the current platform architecture.
 - Hardware plan finished; meeting scheduled for November 4, 2011.
 - Phase III – Integrate into MyPortal; single sign on Fall 2012.
8. Academic Standing:
- Next step – disqual program written to drop students; Follow up with counselors.
9. 1098ts:
- Recreate in ARGOS to match IRS fields; students will be able to get through SSB; test late Fall.
10. Security General C Class:
- More users have been removed from General C class from student group last Friday.
 - Delete accounts no longer being used instead of locking.
 - Causes issues for students in INB.
11. 3CMS/CMS catalog – pre-reqs not in Banner.
- Go live early next year.
12. Cashier Office Daily Reports:
- Reconciliation with Touchnet still has imbalance.
 - \$168 at De Anza; \$4,000 at Foothill.
 - De Anza only on October 22, 2011.
13. Cashier Office – Financial Aid Disbursements:
- Begin testing purge function week of October 31, 2011 in PRODN.
 - May need to change business practices and processes.
14. Fees incorrect when student drop courses online.
15. Regulatory overhaul of repeatability, withdrawal and grade calculations.
- Date to apply – coordinate with A & R offices.
 - Customized script in background for repeatability; need to change from 6 to 3.
 - State regulations – must be done by Summer; may have to implement by Spring quarter because FHDA is on a quarter system, not a semester system.
 - Will need 1 month to test.
16. Old portal will be decommissioned November 18, 2011; announcement will be sent to faculty.
17. Foster Youth – list from Financial Aid; added cohort.
- New students will have to provide documentation to A & R.
18. Pre-1983 students have been identified on Dashboard.
19. Allow student to change Major and Ed Plan online.