

BDMS & Degree Works Weekly Go Live Meeting Minutes

November 4, 2010, 8:00am-9:00am

Attendees: Chien Shih, Tom Roza, Kathleen Moberg, Pat Fifield, Joe Lampo, Veronica Aparicio, Shawna Aced, Bill Baldwin, Jim Clow, Drake Lewis, Jerick Woo, Rich Schroeder, Ron McFarland, Susan Malmgren, Joan Pena-Ferrick, Bill Baldwin and Kari Elliott (note taker).

1. Degreeworks Update:

- November 5, 2010 – conference call with SGHE.

2. Winter Quarter Registration:

- Start daily meetings before registration starts.
 - November 15-22, 2010.
- Registration begins November 15th for De Anza.
- De Anza schedule published; ready for Winter quarter.
- Foothill schedule– some clean up; ready for Winter quarter.
- Test Winter Quarter Registration – November 5th from 12:30pm-2pm, D270.
 - Test calendar dates in Student.
 - Test pre-requisitions.
 - Roster readiness
 - Faculty cannot send group email to Yahoo.
 - Distance Learning – batch add codes for waitlist ready.
 - Luminis – student sign on.
 - Test add, drop and waitlist.
 - Waitlist - 24 hour turnaround for both colleges.
 - Publish drop for nonpayment dates.
 - Make use of out of box batch jobs (waitlist emails).
 - Test in PRODN
- Impact of stopping registration before quarter starts instead of when classes start for Faculty Association.
 - Jerick working on impact.
 - Need statement from A & R offices.
- Run dates to register this weekend – approximately 50,000 tickets, 1,500 through CCCApply.

3. Closing old portal December 1, 2010.

- Email already sent to faculty.
- Grades available at the reports accounts – PDF files.
- Possible to move to MyPortal – link on faculty tab (similar to viewing paystubs and timecards on Banner).
- Access to old Maui reports once old portal is shut down.

4. INB Performance Issues:

- De Anza super users' workstations updated; complete rest by Thanksgiving.
- Instructions for Foothill to update Java will on the Call Center website; email to go out.
- Monitoring network at Foothill campus.

- Tom's group is working with the Network team to monitor Foothill campus connection to Banner platform.
 - Tom to work with VMware regarding network response time.
5. 320 Output:
- Meeting set up for November 9, 2010 from 10am-11am, Foothill Carriage House Conference Room.
 - Contact hours.
 - Set up data in SSASECT
 - Discrepancy at section level.
6. Rolling Spring Degrees to Banner – Jerrick
- Completed and validated.

Review of Banner Student Issues:

1. Security.
 - Owners of Student data can allow access.
 - Data items viewed on Banner tab instead of INB (channel in Luminis).
 - Student by student basis.
 - Allocated by position code.
 - View only screen.
 - Implement by end of January 2011.
 - Add FERPA warning.
 - Working with HR to institute FERPA training.
2. Accounts Receivable Problems.
 - List of documented problems needed (Pell grants, refunds, etc.).
 - Rachel & Shawna will compile – still waiting for list.
3. GPA calculation Issues – Xiaobin Li (SGHE) working on.
 - Multiple repeats – W/F.
 - Waiting for specification to sign off.
 - Transcripts showing "I" & "E" now – need to mask like "D" & "F".
4. Room Book Report.
 - Tool to develop report – target for November.
5. Assessment/Accuplacer – Stephen Fletcher.
 - Ticket with SGHE.
 - Cannot enroll students dropped that should not have been dropped.
 - Jim Clow working on; test November 5, 2010.
6. Add codes, waitlist, pass/no pass – intermittent; no pattern.
7. Faculty Payroll and Load at the campus level including reports, continued functionality, etc. – Xiaobin Li (SGHE) will work on week of October 25th when on site.
 - Christina Espinosa-Pieb would like to see this higher on priority list.