

Student Weekly Meeting Minutes

September 8, 2011 8:00am-9:00am

Attendees: Chien Shih, Joan Pena-Ferrick, Joe Lampo, Angela Caballero De Cordero, Tom Roza, Stephanie Franco, Kathleen Morberg, Shawna Aced, Drake Lewis, Laureen Balducci, Matt Rapczynski, Kent McGee, Susan Malmgren, Veronica Aparicio, Rich Schroeder, Bill Baldwin, Fred Sherman and Kari Elliott (note taker).

Standing Agenda Items:

1. CCCApply – High school students/issues with Financial Aid Students.
 - High school students – in place for Winter quarter; assign restrictions in schedule.
 - Financial Aid students can choose an Ed goal that is not an AA or transferable but can choose a major that is an AA or transferable; Banner does not match.
 - Cindy Castillo is checking with other schools for possible solution.
 - Can run an ARGOS report.
2. VMS Survey – who is using legacy system and why are they using it.
 - Review sample survey questions.
 - Send comments/suggestions to Drake.
3. Active Class Roster – Census Date Message, other enhancements.
 - On schedule to go live before quarter starts.
4. Foothill Early Alert function in Faculty MyPortal.
 - Faculty notifying counselors when student is failing class.
 - Current process is not effective and faculty do not use.
 - Future project – need to define scope.
5. Registration for Fall quarter:
 - 21,100 registered at De Anza.
 - 13,200 registered at Foothill.
 - Repeat issues at Foothill specifically with PE courses.
6. Summer Grade Roll & Ineligible Processing:
 - Next round September 10, 2011 for De Anza; September 18, 2011 for Foothill.
 - Will monitor; do not anticipate any problems.
7. Faculty Association Mandate (stop registration when quarter starts):
 - First test September 12, 2011 at Foothill D270 in afternoon.
 - Testing dates have been setup and Meeting maker invitations have gone out.
 - Review process and test results September 30, 2011.
8. A/R Upgrade Update:
 - Install in Production September 16, 2011.
9. BDMS:
 - Up and running at both colleges.
 - Keep Hershey platform up & running; will need to back up database & archive.
 - Finalize user guide.
 - Social security number not masked when scanning first time; software defect – fix in place.
 - Foothill still does not have view access.
 - List needs to be given to Bill; Shawna waiting for list from managers.

- Scanner at De Anza needs to be replaced.
- 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.

10. DegreeeWorks:

- Single sign on issues still unresolved.
 - Service request with SGHE Action Line.
- De Anza will go live October 19, 2011 for counselors, January 9, 2012 for students.
- Foothill will go live September 26, 2011 for counselors, January 9, 2012 for students.

11. SARS/eSARS:

- Tentative training – week of October 10th.
- Phase I – training and develop support structure for current platforms.
- Phase II – Simplify the current platform architecture.
 - Scope and schedule (TBD after phase I).

12. Old Legacy Platform:

- Migrate by end of fiscal year.
- Meeting setup to discuss conversion (1983-1999).

13. Positive attendance hours & contract hours:

- Modify essentials and faculty roster – clearer instructions and list max hours.
 - Ready in August.

14. Faculty notification when census is due (Active Class Roster) – Ready in August.

15. Academic Standing:

- Next step – disqual program written to drop students.
 - Start after Jerrick returns from vacation.

16. 1098ts:

- Recreate in ARGOS to match IRS fields; students will be able to get through SSB.
- Test late Fall.

17. Security Reports:

- Report does not include student employees – need to look into.
- Instructional Support – who manages security at colleges.

18. 3CMS/CMS catalog – pre-reqs not in Banner.

- Go live early next year.

19. Cashier Office Daily Reports:

- Do not run every once in a while; rescheduled to run before 1:00am.
- Need to find out why report does not run.

20. Student Tab:

- Give access to everyone.
- Further discussion in next MyPortal meeting.

21. Applied and Unapplied Process:

- Manual adjustment still needed.
- Found problem; no solution yet.
- Meet with consultant this week or next week.