

Open CCCApply Conference Call Minutes

May 2, 2014, 9:00 a.m.-10:00 a.m.

Participants: Lee McDonald, Chien Shih, Linda Koyama

- **Housekeeping**: Current Problem-Created application in test, but when we go to look at the results as an administrator in the control center, can't view it. Brian Roberts should contact Client Service Manager directly.
- Notified Lee that Kathleen Moberg is leaving in August. Hopefully we go live before she leaves, aiming for July 20th.
- Shibboleth is up, A & R departments heads can log into the control center.

- **Next steps**:
 1. Chien will start working with Terry with the checklist. We need to keep Terry up-to-date when things are done, to make sure nothing is forgotten. Terry will serve in an oversight role.
 2. Lee will be taking vacation in the latter part of July so he would like to go live prior to July 20th. (end of June).
 3. Lee will take the download projects he has already built as a framework and customize it for us. It He will add columns to the table in Banner, redo the procedure that loads that data, add functionality to move some of the new fields into the appropriate places in Banner and test all of it.
 4. Lee will need help with our staff to set up the appropriate file format for the transfer client (2 versions, one for test and one for production). The transfer client is Java software that we will get from Terry which we will need to install it on a FHDA server. It makes the connection with CCCApply that will use the XML file that Lee will build to download the data. Lee will need access to the machine that houses the transfer client. Should be on the same machine that houses the Windows as the XAP communicator.
 5. The program name is the same but in different directories. The CRON job will determine which to use.
 6. Lee was wondering if the supplemental questions will be the same for both colleges. Will it be a different application for each college? If so, it will entail two different download projects, one for each college. Chien will find out today.
 7. Lee feels that by the end of May we could have it ready to input test students. Testing can be done within a few days (Chien would like to allocate a couple of weeks).
 8. Difference with XAP: New ID will be placed into Banner; table and field already available. (Student never sees it). It will have a new emergency contact section (already have a place in Banner). Title 9 athletic interest survey required: If answer yes, will take you to a link to answer a survey somewhere else. Lee opted to do the survey through Banner. Need to decide.
 9. Can share the test instance, can use PRODN; Lee needs to know when you plan to clone.
 10. May want to load programs of study instead of majors. Need to touch base with A & R depts.
 11. Chien will contact Lee to determine his availability to commit to our implementation.