

Chien, Kari,

I have a few add-on of my own. Please see the words in red below.

Jerrick

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**From:** Thomas Roza  
**Sent:** Tuesday, November 13, 2012 2:21 PM  
**To:** Chien Shih  
**Cc:** Kari Elliott; Jerrick Woo; Joe Lampo  
**Subject:** SARS Phase II – Nov 13 Project Status Meeting

Chien

Along with Jerrick Woo, only 3 people from De Anza showed up for the meeting: Olivia Patlan & Vicky Moreno from Counseling; Pat Dowling from Student Success Center.

Here is the report on the meeting results.....Tom

### **SARS-MSGS(Texting)**

- SARS-MSGS successfully tested sending text messages from both colleges to a list of ETS cell phones
- SARS vendor is ready to work on setting the associated parameters with DA/Fin Aid who will be the first department to test SARS-MSGS.
- Need to identify who the two Foothill departments are that will be next to test SARS-MSGS after DA/Fin Aid (neither the SARS vendor nor Jerrick W knew who those departments were)

### **KIOSK Installation**

- FH P/E completed
- DA/Student Success Center (SSC)
  - Specs completed with Susan Malmgren
  - Identified need for additional KIOSK in L73A (Listening & Speaking Center)
  - Jerrick W will coordinate with ETS/Tech Services on obtaining a computer
- DA Resource Center (There is no such department – remove from project)
- DA Student Success & Retention Services (SSRS) specifications completed with Susan M
  - => **SSRS has a Kiosk station already and is functioning. There is NO NEED to add here. No Need to change/modify their current setup either.**
- DA Transfer Center Jerrick W to work with Pat Dowling to develop specs and provide to Susan M
  - => **Transfer Center has a Kiosk also and is used by 2 Applications. NO NEED to change/modify here except they may need a separate Kiosk in the future.**

## **eAdvising**

- eAdvising software installed and configured; available for both colleges
- SARS vendor provided the following URL for Student Access where students will access to ask questions: <http://fhcounseling.foothill.edu/eAdvising>

Note: Requesting from SARS vendor if there is a De Anza URL

- For Counselors Access, the counselors will read and respond to the students' questions via their MY GRID application (which is accessed via the SARS•GRID menu)
- Colleges are reviewing the documentation provided to Susan Malmgren
- SARS vendor has provided training videos available on the SARS website <http://www.sarsgrid.com> located under "Product Updates / SARS•GRID"

Note: DA/Counseling currently has an "Advisory Link" attached to the De Anza College Web Site that students use. This web site was created many years ago when SARS was implemented. **(This was setup by a 3rd party contractor and is NOT related to SARS at all.)** The expectation is that eAdvising will eventually replace this current web site. Olivia Patlan is documenting current web site and will provide information to Jerrick W for assessment and follow-up

## **Other**

- Pat Dowling of DA/SSC is requesting assistance from Susan M & Jerrick W to setup additional SARS locations in SARS-GRID.

=> **This is related to 'Access' issue to the new location that Susan had just setup for them. I have taken care this issue after today's meeting.**

- In Susan's absence; Jerrick W will start documenting the specifications process