

SARS Phase II Meeting Minutes

February 26, 2013 1pm -2 pm

Attendees: Chien Shih, Suzanne Yamada, Jerrick Woo and Kari Elliott (note taker).

SARS Phase II Objectives

- Install SARS message and texting option.
- Replace Foothill KA (Kinesiology & Athletics) division Red Canyon with SARS TRAK.
- Review and improve De Anza Student Success Center installation.
- Clean up applications and users list of installed SARS components at both colleges.
 - Susan will give lists to Kari for cleanup; users will be given an expiration date instead of being deleted.
- Additional Departments to be on eSARS/SARS.
 - De Anza Transfer Center.
 - De Anza Student Success Center.
 - De Anza Student Success Retention Services-SARSTrak.
- Install eAdvising and pilot testing with one division.

SARS Project web site – Website will be updated weekly.

<http://ets.fhda.edu/sars>

Progress report

- Texting and SARS Message.
 - Implemented Messaging for Foothill Counseling department.
 - Not working; students did not receive emails or texts when message went out.
 - Students did receive calls.
 - Setup issue – texting option is not selected.
 - Students must opt out for each department sending messages – specs have been written – Jerrick complete end of week.
 - Students who opt out need to be recorded in Banner.
- Kiosk Installation:
 - DA Student Success Center (L73A)
 - Service request with Facilities to move power.
 - Using extension cords until service request is filled.
 - Tutorial Center is requesting additional kiosks to help manage lines; have put in ticket with Call Center.
 - S43 (Math /Science) needs one more kiosk; already have one, open ticket with Call Center.
 - S43 currently uses an extension cord and Wi-Fi; need to open work order with Plant Services to get power and Call Center for network drop.
- eAdvising installation 10/31/2012
 - Meet with De Anza Counseling department February 14, 2013.
 - Foothill may adopt pending how well it works for De Anza.
 - Put into MyPortal on student tab.
 - May not do; have not received feedback from De Anza yet.

- De Anza Transfer Center – eSARS implementation.
 - Testing going well; need to decide where to put link.
- Reporting Issues Update.
 - Not satisfied with CSV reports; still has not been resolved.
 - PDF formatted reports need to have corresponding CSV report.
 - Install fix for raw data December 18, 2012; should fix inconsistencies with numbers, colleges will verify.
 - New reports will be available in new release from vendor, early 2013.
- De Anza Tutorial Center – installed GRID.
 - Kiosk does not display drop-in appointments.
 - Want same setup as Foothill PSME.
 - Kiosk should log into GRID not TRAK.

Next key milestones

1. Implement eSARS for DA Transfer Center.
2. De Anza Student Success Center Tutorial implementation.
3. eAdvising with De Anza counseling department.