

Chien, Kari,

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

Jerrick

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