

SARS Phase II Meeting Minutes

November 27, 2012 1pm -2 pm

Attendees: Chien Shih, Jerrick Woo, Susan Malmgren, Tom Roza, Jorge Rodriguez, Olivia Patlan, Suzanne Yamada, Lori Silverman, Kevin Harral, Jim Doty (SARS) and Kari Elliott (note taker).

SARS Phase II Objectives

- Install SARS message and texting option
- Replace Foothill P/E 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
- 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 installation 10/31/2012 – completed.
 - Susan will work with Jim Doty to get trained on texting.
 - Will begin training De Anza Financial Aid after Susan is trained.
 - Foothill Financial Aid would like to be included in training.
 - Both colleges will use messaging to replace calls.
- Kiosk Installation:
 - Foothill P/E; 1 kiosk needed.
 - Specs completed; started application.
 - DA Student Success Retention Services.
 - Completed.
 - DA Student Success Center (L73A)
 - Pending per Jerrick.
- eAdvising installation 10/31/2012
 - DA Counseling department will be pilot department.
 - Put into MyPortal on student tab.
 - Foothill will not be using eAdvising too.
- Reporting Issues Update.
 - PSME asking for customized report.
 - Usage Report by Student, available in TRAK may provide information PSME is looking for.
 - Can run report by summary and detail.
 - Lori Silverman will run report to see if information provided will work; if not, SARS will customize report for PSME.
 - Tutoring Center needs report to show reason for using lab.

- CHAT Issues.
 - CHAT working for EOPS but notification is not working.
 - Closing floating toolbar makes lightning bolt icon disappear; need to leave floating toolbar open.
 - De Anza Counseling Department reported CHAT does not work at all; button is grayed out.
 - CHAT was working for De Anza Counseling before upgrade was done.
 - Scot at SARS will work with Ryan Anthony to investigate why CHAT is not working.

Next key milestones

1. Foothill PE replacement of Red Canyon with SARS – 11/30/2012.
 - Kiosk in place and have specs; application not done yet.
2. Implement eSARS for DA Transfer Center.
3. De Anza Student Success Center Tutorial implementation.
4. eAdvising with De Anza counseling department.