Banner Student Meeting Agenda

January 8, 2015 8:00-9:00am

I. Priority Issues

1. Registration and DGW guides in myPortal need to be updated.
2. CCCApply questions need to populate the Banner form, SVAMISH, for foster youth and veterans.
3. Steve reported that the registration priority boxes are confusing to transfer students. Chien suggested to write up the change suggestions and forward to Deepa and it will be brought back to the enrollment priority committee.
4. 1098-T: Notified students with missing SSN on 12/22/14. Generated reports for cashiering to review.
5. CALB report (CAL D) is still having issues. Working with action line. We are providing more detail info.
6. Nazy reported that some prerequisites are not rolling correctly (i.e. psych) into the schedules. The info in the schedule is incorrect; it doesn't match the catalog info. Implemented a discrepancy report in APEX. Will look for other solution.
7. Bookstore book charges for financial aid recipients: Confirmed Pell grant recipients would have their financial aid come through and pay off the book debt. Susan Cheu has sent Deepa a preliminary process workflow. Deepa needs to work with her and Jerrick to develop the specs. Foothill is in the process of doing it too.

II. Standing Agenda Items

1. SLA agreement – Chien will draft an SLA for Application of Payment and will schedule a meeting.

2. DegreeWorks:

   • 4.14 upgrade: Installed in PROD.

   • DGW has a report to find students who are close to completing a certificate. ARGOS can provide student ID #s to run the report. Moaty will identify a couple of classes and will send to Kent. After the first of the year once 4.14 is in PROD.

   • Chris helped to convert the old plans to the new plans over the weekend.   The Reg Users will keep both tabs so they can access the old plans.

3. Banner Glitch: If a student tries to register for the same class multiple times, they were allowed in. A student was able to get into a class by guessing the add code. Banner baseline creates a random 4 digit code. The overall limit for registration attempts in one term is 2200. This limit is modifiable. ETS is currently monitoring CWID #s and can track student movements. ETS is working on it.

4. Mobile app: ETS has completed most of the prerequisite requirements. The interface to the Banner sign in screen will change in spring.

   • Will need to enter pictures of buildings, longitude and latitude. Rooms are also not in Banner.
   • Initiative to provide electronic storefront for cash and credit card payments to pay on-line using

Touchnet u-commerce. Module also available for international payments.
• Also need new student API extension installed.
• Banner 9 release scheduled for end of the year. Users would like documentation on the difference between Banner 8 and 9. Chien will send the link. Will let other schools to go first. Version of JAVA on the server is certified by Ellucian. Target for middle of next year.

5. Open CCCApply

• Nazy reported active sessions are being timed out and entered data is lost. Chien is in contact with Open CCCApply. Waiting for an answer.
• Last week they had a problem with the capacity of their server; it was increased.
• Race code had problems due to too many combinations; has been addressed by Lee McDonald.
• There was a problem that students brought in confirmation report from Open CCCApply but we have no record of that student. We need to investigate.

• Migration of historical XAP data is needed as soon as possible for audit purposes. Hope to migrate by the end of April before auditors come. Colleges need to set up XAP control center accounts for ETS and ETS can start the migration (Jerrick will follow up). May be possible for XAP to do the download for us. Priority to start working on this in January.

• Interested in the noncredit module and BOG fee waiver module. Ellucian has a module called "Elevate" that will handle the noncredit module. Chien is investigating-will need to know who should participate in webinar.
• CCCApply International: Sunapsis contract has been approved by the board on 11/3/14. Hopefully by next fall we can have an application (we will need to build one) in place that feeds into Sunapsis. State Chancellor's office is currently on hold for the International Open CCCApply, currently focusing on BOG waiver. Discovery meeting will be scheduled soon.

• Bog waiver on CCCApply is still in development. No new info.

6. BDM

• DA-DSS: Terry Rowe and Ryan Anthony need to install Quick Scan Pro.
• FH-DRC – has a new Win7 PC replacing the old one they had earlier – Victor Baliquat and Ryan are in process to install Quick Scan Pro on this new PC, once done, Deepa will need to re-create a profile before they can use it
• Both colleges DA DSS and FH DRC will use a common cabinet in BDM, instead of separate ones (currently only FH uses BDM and has a separate cabinet) – Deepa to work with Louis to configure this new cabinet, per user requirement, as well as migrate over FH docs from FH cabinet to the new common cabinet. Routing Status will be used to distinguish FH and DA docs.
• HR & Payroll: Nothing new to report
• A&R: FNTI has taken back some samples of microfiche from FH; meeting set up for 1/20/15 for Nazy, Joan to meet with FNTI to plan project

7. Security

• New Active Division is in place.
• Exit protocol needs to be devised when an employee leaves a position (i.e. TEA, full-time, student workers) to notify all the necessary departments. Chien sent a draft check list to HR. Bill will send a copy

of the separation report to Charo to verify.
- Back door query for SSN is traceable and currently being logged. We're also logging identity of students who log in from the web and where they go. 30 day history. ETS would like to schedule a meeting with our security consultant, database administrator, ETS, and A & R to work on our vulnerabilities.

8. ISE, automated job scheduling software. Webex are in progress.

9. e-Bill: Investigating Touchnet solution. Nothing new to report.

10. Ed goal problem at Foothill: Testing baseline version. Will need to stop current customized version before we put baseline in; target mid-February for testing and be ready for spring registration.

- Co-enrolled students cannot change ed goal (goal "o") through MyPortal. They successfully change it on MyPortal and the table is updated but not from the form (SGASTDN). If A & R overrides it, it reverts back to "o" overnight. ETS was unable to duplicate this issue. Will ask A & R for more sample students.
- When students apply to both colleges (not co-enrolled), they can only change the goal for the last school they applied to. The box is not available. When they do a second application, the term's end date is populated. Can we set up matriculation for both colleges? Can we allow them to change the goal regardless of the term? How will it affect MIS reporting? Will we lose the history? Can we automate what Nazy is doing to overide it?

11. SARS:

- FH A&R – all set to go LIVE with TRAK, GRID eSARS, Nazy/Roland/Henry's master schedules have been entered into the GRID, so students can start booking appointments with them; kiosk at the front desk common to FinAid and A&R – Kevin is putting in an ETS ticket for desktop team (and if needed, network team too) to help them move the kiosk to a better spot for easier student access. Users need to provide an update on this.
- FH PSME Counseling – all set to go LIVE with GRID, users/counselors set up, training provided; one last issue to be worked on by SARS Support after which new TRAK buttons can go LIVE. Jim Doty from SARS is due to install the fix.

12. There is a preliminary discussion with both colleges regarding Touchnet e-commerce marketplace for on-campus events to be able to pay with cell phones and charge on credit cards. Possible implementation target June 2015. Nazy will touch base with Denise.

13. Ticket #9138 a dean requested some changes on August 5, 2014 and is inquiring about the status. Matt added a comment, "Needs to be deferred to a project".

14. Canceled class e-mails should not come from instructors or deans. An automatic no-reply should be sent instead. A & R must manually drop the students from the info from the ARGOS report. Process needs to be reviewed and improved.