ID Card/ePRINTit Meeting Minutes
June 12, 2013

Attendees: Chien Shih, Hector Quinonez, Victor Baliguat, Susan Malmgren, John Vandercook, John Cognetta, Dennis Shannakian, Trung Thai, Tom Roza, Pam Wilkes, Linda Robinson, Lisa Hocevar, Joe Lampo, Sharon Luciw, Paul Starer, Moaty Fayek, Matt Rapczynski, Tom Dolan and Kari Elliott (note taker).

1. Suggested Printer Locations Review.
   - Finalize locations in 1 week.
   - Once locations are finalized, Plant Services will be contacted to make sure enough power is available at each location.
   - Some proposed printer locations are more public; who will staff those locations?
2. Who will be responsible for any vandalism?
   - Vendor would be responsible; District does not own the printers.
3. Summer volume of printing will be low.
   - Would District be penalized for not making quota?
   - Quotas based on a quarterly basis.
4. Routine maintenance is District responsibility.
5. Staff ID cards will be the same for Foothill, De Anza and District.
   - Have bar code on front for library.
   - Will expire in 3 years from date of issue.
6. Student ID cards.
   - Will have bar code on front for library.
   - Will have a generic card to use library.
   - Cards will have an expiration date; 3 years from date of issue.
   - Can disable cards for students who do not pay fees every quarter.
   - Concurrent students can have both cards if paid fees at both colleges.
7. Name Tags (cards produced for various programs).
   - Will not be stored in Banner.
   - Will not have a mag stripe.
   - For identification purposes only; not tied to services.

Take Away Items:
1. How to disable lost or stolen cards for library?
   - More discussion needed; no solution yet.
   - De Anza is getting rid of self check-out; Foothill does not use self check-out.