

Banner Student Meeting Agenda

January 15, 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. Lee McDonald is working on this. Lourdes needs to be notified also.
3. Steve Fletcher reported that the registration priority boxes are confusing to transfer students. Deepa has exchanged e-mails with Steve clarifying that assessments are not displayed for transfer students.
4. 1098-T: notified students who are missing SSN on 12/22/14. Generated reports for cashiering to review. Final run date?
5. CALB report (CAL D) is still having issues, although there is a workaround. The procedures to fix the errors are not correcting the problem regarding calculating the high school apportionment correctly. ETS will investigate.
6. Nazi 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. We need to find out why it is happening. 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. Deepa and Jerrick met with Susan Cheu and has developed the specs.
8. Five forbidden states added one more state, Alabama. In one instance, a student from a forbidden state (Wisconsin) received a hold after they were able to register. Report needs to be updated. Open CCCApply should be catching these applications prior to registration. ETS is working on it.

II. Standing Agenda Items

1. SLA agreement – Meeting scheduled for Jan. 27th @ 10:30 a.m. SLA for Application of Payment.
2. DegreeWorks:
 - 4.14 upgrade: Installing 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.
 - Ellucian is phasing out the "Planner" and moving to "the Plan". Chris helped to convert the old plans to new plans. The Reg Users will keep both tabs so they can access the old plans. Need to let Lourdes know that she needs to use the new Plan to collect the data as well as the new priority reg info.
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. Will keep 3 months of history. Is the idea of limiting the add code trys a legitimate action item?

4. Mobile app: ETS has completed most of the prerequisite requirements. The interface to the Banner sign in screen will change in spring. Will install 3.5 which will allow students to register. Demo targeted for Feb.

- 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. Will involved custom code for security, integration with Banner.
- Also need new student API extension installed.
- Banner 9 release scheduled for the end of 2014. Users would like documentation on the difference between Banner 8 and 9. Chien will send the link. Will let other schools go first. Encouraging users to attend Ellucian Live! this year. Plan is to wait until after June INB infrastructure change is completed.

5. Open CCCApply

- Nazy reported active sessions are being timed out and entered data is lost. There have been many problems in the past month. Chien is in contact with Open CCCApply. Server capacity has been increased.
- 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.
- New universal ID number is now being downloaded from Open CCCApply.
- 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. No new info.
- CCCApply International: State Chancellor's office is currently on hold for the International Open CCCApply, currently focusing on BOG waiver. A meeting for the Sunapsis project 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 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: Payroll imported 6000 documents into PRODN with 43 rejects that have been resolved. Nancy is in the process of reviewing them.
- A&R: FNTI has taken back some samples of microfiche from FH; meeting set up for 1/20/15 for Nazy and Joan to meet with FNTI to plan project. Will start after April once HR is completed.

7. Security

- New Active Division is in place. Deans can no longer see the grades (Need to see only their own divisions). Some chairs will need to see grades to clear prerequisites (dashboard access may be sufficient). VPs need to see everything. ETS will investigate.
- 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. No problem so far for winter quarter. 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.
- 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 override 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. Waiting for FH webmaster to create the page.
- 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.

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. Nothing new to report.

13. Ticket #9138 a dean requested some changes on August 5, 2014 and is inquiring about the status. Matt added comment, "Needs to be deferred to a project". Will review the list with this committee and will be sent to Andrew to share at the FH dean's meeting next week.

14. Canceled class e-mails should not come from instructors or deans. An automatic no-reply should be sent instead Deans also e-mail the students notifying them of open sections and need to retain the list of e-mails. A & R must manually drop the students from the info from the ARGOS report, section by section. Process needs to be reviewed and automated. Meeting scheduled 1/22/15 @ 9 a.m. to write up the process and later sent to the deans for review.

15. Manually upgrading priority for waitlist position created problems. Not an ETS problem.