Members Present:
Jeff Cantwell, Director of Application Services (Chair)
Jan Magno, Dean of Enrollment
Gloria Carmona, Director of Admissions and Records
Lisa Seals, Director of Financial Aid
Sheila Dorsey-Freedman, Human Resources Analyst
Betty Kakiuchi, Director of Purchasing
Alfonso Sanchez, Sr. Computer Data Analyst
Mathew Thale, Instructional Support Technician
Jose Alarcon, Admissions and Records
Ralph Marquez, Counselor
Omar Ramos, Webmaster

Recorder:
Adriana Sano

Approval of Minutes

The Minutes from the May 19, 2011 meeting were approved as presented.

Reports/Updates

1. ATLAS Grant

There was discussion on how to direct students to WebStar to pay their fees in order that students are not dropped for non-payment.

Jeff Cantwell recommended using a shopping cart when registering so that students will be prompted to pay their fees before logging out of WebStar. Students can then sign on for a payment plan or make other arrangements to pay their fees before registering.

4. Webtime Entry

Jeff Cantwell informed the group that Web Time Entry is in a trial phase, Alex Aguilar is working on it and it is working well. HR will be implementing Web Time Entry in January or February.

5. MIS Financial Aid, EB/EJ

Jeff Cantwell informed the group Bettsie Montero is working on the MIS Financial Aid report and it is complete.

6. Area Updates

Jeff Cantwell reported that SIG Consultant Patty Wong would be on campus the week of March 2nd.

Reported on the Student Task Force Webinar, and stated one thing that was controversial was tying funds to student success.

Jan Mango announced there would be an entirely new list of priorities and recommend-ations by the committee, that students only be allowed to enroll for 16 units, and after priority registration change back to 19 units. The problem is Banner does not allow this change to be made. There was discussion among the group whether this script can be done.

Todd Finnell announced that Omar Ramos is returning to IVC. Official start date is January 3, 2012.

Action Items

1. Banner Security/Management

Jeff Cantwell announced that IT would be looking to the help desk to help with Banner security/management because of the workflow capability.

Part of the dilemma is that passwords are tied with the student portal.

Considering moving to an Alpha password that would be emailed to you.

2. Argos SYOSPROFILE Demo

Jeff Cantwell informed the group that IT is in the process as part of the ATLAS grant to move SYOSPROFILE into Banner.

Jeff Cantwell gave a demo of the Student Academic Profile to the group. He showed the group where students can print the Student/Bill Report. There was discussion on adding a link in Banner to alert students of fees owed.

Jan Magno stated that the goal would be that before students leave Banner they be required to make financial arrangement for fees owed.

Reports are being tested by Financial Aid first and will be releasing for all staff to use.

3. Upgrades;
    a. Solaris Kernel/Oracle 11g

- o Jeff Cantwell reported that an upgrade will be done the first of the year after winter break. Reported Oracle 11g will also be upgraded no later than April.

    b. Banner
        i. General 8.4.1

        Jeff Cantwell indicated that the following upgrades are taking place and testing will be done before it goes into production.

    c. DegreeWorks – 4.1.0

- o Jeff Cantwell reported that a DegreeWorks upgrade will take place once it is release by SunGard.
- o Gloria Carmona asked when we would be migrating to the new modules of DegreeWorks. Jeff Cantwell indicated that training needs to be accomplished first in order to role out these new processes.

Adjournment

The meeting adjourned at 10:00 a.m. The next scheduled meeting is set for January 12, 2012.