

SCC CIT Minutes for 12/10/04

Attendance: Sharon Blanton, Liz Gonzales, Pat Chandler, Pam Kramer, Fran Watkins, Jennifer Vinca, Linda Bridwell, Cyndi DeBoer, Debbie Kushibab, Mary McKeever, Chris Hoeffler, Barbara Bentz, Linda Hughes, Anne Mello, Zhara Dean, Terry McGowan, Stephen Herert, Yira Brimage, Raquel Ehmann, Marina Gorton

5 Items on the agenda

First a brief update on Disaster Recovery

Sharon reviewed the situation with Blackboard and MIDAS

Blackboard and MIDAS systems were down for two weeks. Should not have happened but did due to a combination of equipment failure and human error.

Secondary Site will be back-up to Primary site.

Secondary Site will be relocated to a new location after rollout in July. Currently on another floor at District.

Resource 25 New scheduling software for scheduling facilities at SCC

Three Phases for roll-out – Replacing EMS Lite

Phase 1 – February

Phase 2 – March 3 weeks later

Phase 3 – July to coincide with SIS

Two way interfaced with new student system

Course scheduling gets first preference

Daily updates (at least)

Needs discussion on peak times for use.

Web component that we will be able to view availability.

SCC still to determine who will be involved/responsible for this.

Patti McNeill will be going to three days of training in February and will work with training subcommittee for further campus training.

NSS WebSite

Training manuals

Training guides

System Functionality

Supporting documents

Scenario's available

As we work through the scenario's, if we find something not working we need to send feedback to NSS via Feedback link.

Functional Scope – good document to look at.

Batch Process Log – go through and find out if they are working properly. (District is looking for us to test these processes.

Functional leads (two people) will be attending each session of training at District

After training they will get with Training Subcommittee to work on training materials and rooms.

New version of EASIS should be available by the end of the December.

NC500 Classes

Subject areas agreed upon early on. Not all areas on campuses were captured and now after much discussion looks like all have been identified.

Much discussion at District about what is a non-credit class, or if the class should be called an event. Students can not register online for an event. Many things fall under Continuing Ed or Community Ed.

Non-credit classes can not be enrolled on-line/self-service.

Two handouts were distributed, one showing event types and one showing optional fees, another area that has to be manually added.

Della Garcia will be getting with each campus.

SCC will need to make the decision on what is an event or a class.

EASIS Accounts – interest is there but Security level is an issue.

Roundtable Discussion:

Pat Chandler talked about the new invoice process

Students register in A&R, they get a copy of their schedule of classes.

For Cashiers – Inquiring Mode requires 3-4 minutes and they can not print an itemized statement of what students owe. Just what your balance is, like a credit card statement.

Pat also brought up purging students for non-payment. The system will drop students based on course number and it may be a class that the student had previously paid for.

Campus will be setting limits on purging price limits.

Large concern over both these areas as this was the first anyone had heard how this procedure would work.

Concerns about the Advertisement that was printed in the Summer Schedule, no one really got a chance to look at it before it was submitted, however a few changes were made for SCC campus.

Marketing to be handled through District Marketing, Fall will be a different story and SCC should have more input (business process and verbiage).

Cancelled next meeting

Meeting in January:

Friday, January 14th 9:00-11:00am.

Friday, January 28th 9:00-11:00am

Then every Friday morning after that from 9:00-11:00am.