

1



Imperial Valley College  
Banner Users' Group  
Board Room  
Thursday, November 8, 2012  
9:00 A.M.

**Members Present:**

Jeff Cantwell, Director of Application Services (Chair)  
David Poor, Student Services Specialist (A&R)  
Lisa Seals, Director of Financial Aid  
Bertha Ortega, Financial Aid Officer  
Betty Kakiuchi, Director of Purchasing/Accountant  
Sheila Dorsey-Freeman, Human Resources Analyst  
Matthew Thale, Systems Analyst  
Alex Aguilar, Systems Analyst  
Gloria Carmona, Director of Admissions & Records

**Recorder:**

Adriana Sano

**Reports/Updates**

Jeff Cantwell reported that there are some issues with the Network that are being looked at this morning.

**1. Electronic Transcripts w/Ducufide**

- Jeff Cantwell informed the group that the District will be moving forward with the electronic transcripts, new upgrade to Ducufide has been made to be able to send and receive transcript.

**2. Open CCC/Open CCCApply**

- Jeff Cantwell informed the group that the State is pushing heavily to replace CCCApply statewide with CCC/Open.
- The purpose of this change is to have one student portal where all students log on with one ID called CCC/ID. Once this is accomplished the State will not be sponsoring XAP.
- There is an e-transcript piece tied to CCC Open; however, in the past it has not been very good. Currently the State is trying to consolidate all networks into one.
- Some community colleges will pilot the new CCC/Open network.

**3. Banner XE**

- Banner is coming out with a new architecture called Banner XE. This will be roll out next year.

- Banner XE has some real nice features; one new feature is a shopping cart in WebSTAR.
- More information to come on Banner XE.

#### 4. Area Updates

- **Financial Aid** – Lisa Seal reported that there was an issue with EduTech. The information regarding basic skills had to be adjustments manually.
- **A&R** – David Poor reported that registration starts Tuesday, November 13, 2012.
- **Human Resources** – Sheila Dorsey-Freeman reported HR is in the process of updating Banner. Sheila indicated that HR's goal is to migrate to Web Time Entry by 2013.
- **Instruction** – Linda Amidon reported that she compared the Argos Faculty Load Report with the Enlighten Report and everything looks good. Only problem is The Enlighten Report cover both credit and non-credit courses and the Argos Report only covers credit courses. She indicated that instruction needs to be able to run reports by both division and departments so that secretaries can run the load reports at the beginning of each term to validate the data. She stated that she has talked to Matthew Thale about creating a Comparison Report.
- **Counseling** – Ralph Marquez reported that counselors are busy with students who are getting ready for spring registration.
- **Purchasing/Business** – Betty Kakiuchi reported getting ready for registration and flyers have gone out to students regarding the payment plan. David Poor stated that he would be looking at the SARS report to identify which accounts are delinquent with a payment plan, and which accounts are current. Betty will provide a list of the payment plans which are delinquent to A&R. She announced that the District has contracted with a company to recycle surplus equipment.

#### Discussion Items

##### 1. Upgrades (Jeff Cantwell)

###### a. Oracle 11g Mid-Tier

- Postponed the Oracle Mid-Tier upgrade until IT moves to a new virtualized server because of issued that came up. Med-Tier is the server that everyone connects to in Oracle.

###### b. Oracle 11g Mid-Tier WebSTAR

- Servers are up for WebSTAR and will be working on the upgrade.

###### c. Intellecheck

- IT In process of upgrading.

##### 2. HR Enhancements

- Thanks to the ATLAS Grant the District will be making these much needed enhancements to the HR and Business modules.
- On the board agenda for November is a contract with Strata Information Group who will be starting on phase one and two of the Banner Health Check recommendations.

- Some of the enhancements will include position control, the budget, and benefits.
- Implementation will take place between June and September of next year.

### **3. TutorTrac Replacement: SARS-TRAK Y PC-TRAK Trial**

- Jeff Cantwell reported that the District is looking to moving to SAR-TRAK and currently using it on a trial basis. SAR-TRAK would be replacing TutorTrac.

### **4. Banner Security**

- IT is looking at creating new forms to track Banner user's access.
- Todd Finnell stated what would be ideal is that a process be created for a twice a year periodic review by administrators to monitor banner security in their area.
- Jeff Cantwell indicated within Banner Security there are different classes who use different forms and it has grown over the years. IT would be creating new classes and migrating everyone over.

### **5. 4CIS Consortium Update**

- Jeff Cantwell explained 4CIS is a Consortium of schools and the idea is to consolidate hardware, software and the Banner System. Sierra College is hosting the Consortium.
- One of the reasons IT is in favor of being part of the Consortium is the amount of time spent on upgrading the system by IT staff. Another reason is while the Banner System at the present time is in good condition, it is aging and there are constant upgrades to the Banner infrastructure.
- The coordination piece will need to be looked at, and some challenges are meeting each college's needs.
- The Consortium is looking into getting State funding, and the District would like to be part of this first group.
- Jeff Cantwell let the group know that their feedback is important because it will impact the business processes for the District.

### **Adjournment**

The meeting adjourned at 10:00 a.m.