



Imperial Valley College  
Banner Users' Group  
Board Room  
Thursday, September 8, 2011  
9:00 a.m.

**Members Present:**

Jeff Cantwell, Director of Application Services (Chair)  
Lisa Seals, Director of Financial Aid  
Betty Kakiuchi, Director of Purchasing  
Alfonso Sanchez, Sr. Computer Data Analyst  
Bettsie Montero, Sr. Computer Data Analyst  
Mathew Thale, Instructional Support Technician  
Jose Alarcon, Admissions and Records  
Ralph Marquez, Counselor  
David Poor, Student Services Specialist  
Marisa Izarraraz, Financial Aid Technician  
Alex Aguilar, Systems Analyst  
Gloria Carmona, Director of Admissions & Records  
Dawn Chun, Director of Research, Planning & Grant Admn.

**Recorder:**

Adriana Sano

**Approval of Minutes**

The Minutes from the July 14, 2011 meeting were approved as presented.

**Reports/Updates**

**1. ODS / Argos Update**

- Jeff Cantwell informed the group that the server is up and running and Oracle updates have been installed. He would be working with Kern CCD to schedule their ODS specialist to help with the implementation.
- Jeff Cantwell indicated that Kern CCD would be sharing some reports through the community source pool. He indicated as ODS is built reports will grow over time. One of the new features in Argos is Cube which allows the user to define a data set which can then be dragged and dropped to build your search criteria.

**2. DegreeWorks Update**

- Jeff Cantwell reported that SIG Consultant, Mike Fox was on campus August 30 – September 2, 2011. The purpose of the visit was to review new features available in the 4.0.9 release and provide recommendations on options available and changes which would need to be made. Mike Fox would be providing a report of his visit with his recommendations on moving DegreeWorks forward and launching it to all faculty, staff and students.
- Jeff Cantwell indicated that degree verification is being matched with the audits from DegreeWorks and once 95% accuracy is reached DegreeWorks will be launch to students.
- Ralph Marquez asked if a major limit would be placed on students. There was discussion among the group on whether limits should be placed. Jeff Cantwell indicated that this topic would be brought back for discussion.

### **3. Bolt-on Project Updates**

- Jeff Cantwell informed the group the new bolt-ons have been added to the Student Module. The Online Schedule and Student Bill will allow students to view their current class schedule and fees through Webstar.
- Jeff Cantwell indicated that the Student Bill and Registration Checklist are still in the testing process. The Registration checklist will pop up when a student registers with the college. The student will then be prompted to go through the checklist to proceed with registration.

### **4. Area updates**

- Jeff Cantwell introduced Alex Aguilar, who has joined IT as a Systems Analyst and Matthew Thale who has transferred from Instruction and has joined IT as a Systems Analyst.
- Lisa Seals asked whether the Financial Aid August 30th updates have been completed, and whether the exemption codes have been added to the Financial Aid Module. Alfonso Sanchez responded that he was waiting for direction from Jan Magno. There was discussion on how best to fix the exemption code issue.
- Gloria Carmona asked for an update on the 1100 student applications which are stuck in SWACCP. Jeff Cantwell stated that Bettsie Montero is working on fixing this issue.
- Gloria Carmona gave an update on Ducufide Transcript program and stated her department still receives many requests from students for help ordering transcripts.
- Gloria Carmona commented that the topic of printing schedules needs to be revisited. She indicated at the beginning of the semester she encountered many students frustrated because they did not have access to a schedule.
- Matthew Thale reported that Instruction's major push right now is the schedule. He reported he is working on a glitch in Banner dealing with faculty load; it is not consistent across all instructors with the same pattern. He is also working on course equivalencies.
- David Poor reported that the 1600 building wireless was not working and students were unable to use their laptops.

### **Action Items**

#### **1. Paddy Wong Visit – Week of 9/19/11**

- Jeff Cantwell informed the group that Paddy Wong, SIG Consultant would be on campus September 19-21, 2011. He indicated he has scheduled a conference call for tomorrow morning to go over the agenda.

#### **2. Oracle 11g Upgrade**

- Jeff Cantwell informed the group that the server needs to be replaced; however, the Oracle upgrades will continue.

#### **3. Waitlist**

- IT's recommendation is to postpone the implementation of waitlist to the summer because there is a lot of criteria that needs to be tested.
- Matthew Thale indicated that Instruction would support launching waitlist in the summer since it is a smaller test group.
- Jeff Cantwell stated due to the strong recommendation of the group launching waitlist would be postponed to the summer schedule.

#### **4. Other**

- Jeff Cantwell announced that the 3CBG 2011 Conference will take place at the Knott's Berry Farm Resort Hotel in Buena Park on September 27, 2011. He will be sending out an e-mail with the information to the group. Registration is \$50.00 per person and encourages everyone to attend.

The meeting adjourned at 10:00 a.m.