Brady, Cory M.

From:	Brady, Cory M.
Sent:	Wednesday, June 27, 2012 3:21 AM
To:	District Applications WorkGroup; DAWG.Faculty
Cc:	Kuck, Dr. Glen; Walter, DyAnn; Hannon, Carol; Jones, Dianna; McGowan, Arlene
Subject:	District Applications WorkGroup (DAWG): Agenda for 06/27/2012 (Updated #2)

Team,

Below is the updated tentative agenda for today's regular DAWG meeting. Please let me know if you have anything to add.

District Application Workgroup (DAWG) Purpose:

To provide a communication conduit and working environment to:

- Bring and discuss current issues related to district applications and college services. Including:
    - New and changing State and Federal Mandates
    - New and changing college/district policies and procedures
    - etc.

- To bring stakeholders together to complete tasks and resolve issues related to approved projects and operational tasks.

IMPORTANT NOTE: This group has no function in prioritizing or accepting projects or programming requests. However, this group can be used to discuss and vet possible projects and programming requests.

Date	Start time	End time
06/27/2012	3:00 PM	5:30 PM

PARTICIPANT DETAILS
> Dial your telephone conference line: **(888) 886-3951**
> Enter your passcode: **921061**
> Go to www.cccconfer.org
> Click the Participant Log In button under the Meet & Confer logo
> Locate your meeting and click Go
> Fill out the form and enter the passcode: **921061**

Meeting Participants:

- District
    - ○

- SBVC
    - ○

- CHC
  -

Meeting Agenda:

- **General Discussion**

  - **Discussion/Follow Up:** Datatel Server Migration
    Sponsor: Cory Brady
    - **Topics:**
      - Overview and Latest Updates
      - Go-Live Schedule (July 27 / Aug 4)
      - July Tentative User Testing Schedule (1st Testing / 2nd Testing)

Instruction	4 hours each day	Mon 7/9/12, Mon 7/23/12
Admissions	4 hours each day (morning)	Tue 7/10/12, Tue 7/24/12
Records	4 hours each day (afternoon)	Tue 7/10/12, Tue 7/24/12
Financial Aid	4 hours each day	Wed 7/11/12, Wed 7/25/12
Counseling	4 hours each day	Thu 7/12/12, Thu 7/26/12
EOPS	4 hours each day	Thu 7/12/12, Thu 7/26/12
DSPS	4 hours each day	Thu 7/12/12, Thu 7/26/12
CalWorks	4 hours each day	Thu 7/12/12, Thu 7/26/12
Administrative Services	4 hours each day	Mon 7/16/12, Mon 7/30/12
Human Resources	4 hours each day	Mon 7/16/12, Mon 7/30/12
Accounts Receivables	4 hours each day	Mon 7/16/12, Mon 7/30/12
Campus Business Office	4 hours each day	Mon 7/16/12, Mon 7/30/12

  - **Discussion:** Renewal of "College Source: TES – Transfer Evaluation System".
    Sponsor: Joe Cabrales
    Last Meeting Notes:
    - What is 'College Source'
      - Public Usage: A searchable collection of college/university catalogs
      - License Usage: TES – Transfer Evaluation System
    - Up for renewal, currently paying $2540 (CHC), $2100 (SBVC)
      - CHC uses # licenses, SBVC uses # licenses
    - Was originally paid by matriculation, now being paid by Admissions and Records. Need to identify funding,.
    - Question: Should or Can this be a district purchase since both colleges use it?
    - Question: Can license's be shared between colleges, when purchasing a district license?
    - Question: Can Title V funds pay for it?
    - Question: Can student's use this service, not just college staff?

  - **Discussion:** Detailed presentation on Project Prioritization process and restructuring.
    Sponsor: Glen Kuck, Cory Brady

  - **Discussion:** What is the update on the '75% to 60%' and '30% to 20%' drop period changes?
    Sponsor: Glen Kuck
    Last Meeting Notes:
    - (Glen) Will verify that Board Approval was completed (possibly April/May agenda item)

- ▪ (Glen) Will meet with constituencies to get request information.

Notes:
- ▪ Larry has submitted the programming request on 06/11/12 thru CHC approval channels. He also sent a copy to Dan Angelo for signatures from SBVC approval channels.

- o **Discussion:** Helpdesk: Student Services
  Sponsor: Glen Kuck

- o **Discussion:** Student Tracking for Computer Usage
  Sponsor: Arlene McGowan

- **Admissions and Records**

  - o **Registration**
    - ▪ **Follow-Up:** 'Same Day Payment' for SBVC; which would match CHC current process.
      Sponsors: Dan Angelo

  - o **CCCApply**
    - ▪ **Discussion:** OpenCCC – Latest information what will be available to implement.
      Next Steps: Start discussions on project proposal for implementing OpenCCC.
      Sponsor: Cory Brady
        Future Agenda Item: 09/01/2012

    - ▪ **Discussion:** Automation of EAPP – Should we consider paying Datatel to customize it?
      Note: Some colleges apparently have already paid Datatel to create a customized version to automate EAPP.
      (William York Dunham, dunham.w@MCCD.EDU)
      Sponsor: Cory Brady

  - o **WebAdvisor:**

    - ▪ **Discussion:** Suggestions from Michael Ward.
      Sponsor: Dan Angelo
      - Can you also ask them to speed up the web advisor server when it is generating registration statement reports when it is generating registration statement reports
      - Can you make the my FA documents area where the finals aid office can make it where i can fill out required forms online and submit it directly in web advisor so i do not have to come into their office to submit stuff since lots of us do not have a lot of free time to do this

    - ▪ **Discussion:** Adding additional text to error message, to assist the student on what do to or who to contact.
      Sponsor: Cory Brady

    - ▪ **Follow Up:** Feedback from DAWG Faculty on the 'Word' roster available from Campus Central
      Sponsor: Cory Brady

    - ▪ **Follow Up:** Added 'SBVC Online Appointments' links for Tutoring and Writing to WebAdvisor.
      Sponsor: Cory Brady

- o **Transcripts / Records**

  - ▪ **Follow Up/Discussion:** SB1440 – Transfer Degrees
    Sponsor: Cory Brady

    Follow Items:
    - XGPR – Updated, but still in user testing.
    - Transcripts – Updated to display AST/AAT degrees.
    - CCCApply – Updated.
    - Items to still complete.
      - o **E-Advising**: College staff will need to create "Curriculum Tracks/Course Blocks" for the AAT/AST academic programs.
      - o **Records:** Writing of the Degree Audit subroutine for checking 60 Transfer units. For AAT/AST academic programs.

- o **Registration**

  - ▪ **Follow Up:** Updated Message when Faculty get 'Word' Roster.
    Sponsor: Cory Brady

    - This is the **OLD** message faculty would see when getting their **Campus Central: Roster**

    - This is the **NEW** message faculty now see when getting their **Campus Central: Roster**

  - ▪ **Follow Up:** Feedback from DAWG 'XPRR – Prerequisite Report' Workgroup Meeting
    Sponsor: Dan Angelo/Larry Aycock

- o **Duplicate Institution Clean-Up**

  - ▪ **Follow-Up:** What is the latest progress?
    Sponsor: Larry Aycock
    Future Agenda Item: 08/01/2012

- o **Duplicate Address Clean Up**

  - ▪ **Follow Up:** Setup of Datatel's Address Duplicate Clean-up Process.
    Sponsor: Cory Brady

    Last Meeting Notes:
    - The test run last week of 924793 records, could not be finished due to a unknown system performance issues that was being reported by student's on WebAdvisor. It is believed it caused the system slowness issue. Will need to run more tests to confirm.
    - Will be scheduling a weekend run of the process on the weekend to see if it completes and how long it will take?

- **Account Receivables**

  - o **Registration Billing**

    - ▪ **Follow Up:** Billing Changes starting 2012FA Completed / Issues with Student Transportation Fee
      Sponsor: Cory Brady

- **Next Meeting:**

  - o **Summer Schedule for DAWG Meetings**
    - ▪ Starting week of June 4th thru Aug 1st.
    - ▪ Meeting Time changed to 3:00pm to 5:30pm

  - o **No Meetings**
    - ▪ July 4, 2012 – Holiday
    - ▪ July 11, 2012 – Datatel Server Migration Project: User Testing
    - ▪ July 25, 2012 – Datatel Server Migration Project: User Testing

  - o **Meeting Scheduled for:** Wednesday, July 18, 2012 from 3:00 PM to 5:30 PM

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"Time is the predator and we are the prey."