Brady, Cory M.

From:	Brady, Cory M.
Sent:	Tuesday, July 17, 2012 4:35 PM
To:	District Applications WorkGroup; DAWG.Faculty
Cc:	Kuck, Dr. Glen; Walter, DyAnn; Hannon, Carol; Jones, Dianna; McGowan, Arlene
Subject:	REMINDER - District Applications WorkGroup (DAWG): Agenda for 07/18/2012 (Updated #4)
Attachments:	eTranscriptCA enhancements to support SB-1440 transfer transcripts

Team,

Reminder: Our next DAWG meeting is tomorrow, **July 18th** from **3:00 PM** to **5:30 PM**.

We will have a guest attendee, Karen Holst who will be talking with group about the 'CCCMyEdu Steering Committee'. Also, for this meeting, Larry Aycock has volunteered to chair the meeting my absence, as I will be unable to attend due to a hiring committee meeting scheduled at the same time.

Below is the updated tentative agenda. Please let me know of any items you wish 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
07/18/2012	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 Minutes:

- **Vendor Conference Call**
  - o **Discussion:** CCCMyEdu Steering Committee
    Guest: Karen Holst, Vice President at MyEdu
    Sponsor: Dan Angelo

- **General Discussion**

  - o **Discussion/Follow Up:** Datatel Server Migration – "Update on Testing and Migration"
    Sponsor: Cory Brady

    Notes:
    - User Testing has been completed, and went extremely well.
    - The scheduled User Testing for the week of July 23 thru July 30 is unnecessary, and has been canceled.
    - On July 24, 25 and 26 we will preforming a stress test to see how well the new colleague system can handle extreme load.
    - If stress testing goes well, we will be go-living on July 28. System downtime will be from 12:00 AM to 12:00 PM on July 28.

  - o **Discussion:** Renewal of "College Source: TES – Transfer Evaluation System".
    Sponsor: Joe Cabrales
    Last Meeting Notes:
    - What is 'College Source'
      - o Public Usage: A searchable collection of college/university catalogs
      - o License Usage: TES – Transfer Evaluation System
    - Up for renewal, currently paying $2540 (CHC), $2100 (SBVC)
      - o 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?

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

  - o **Discussion/ Follow Up:** Helpdesk: Student Services
    Sponsor: Glen Kuck
    Last Meeting Notes:
    - After reviewing what calls the helpdesk is taking, a significant number are student's not being able to contact Student Service offices and not technical problems that helpdesk can assist with. These are then escalated to DCS for support.

- **Next Steps:**
  - Call a meeting with:
    - Jeremy Sims, Glen Kuck, April Dale-Carter, Dan Angelo, Joe Cabrales, Larry Aycock.
    - Schedule sometime in July.
  - Take a look at the call volume, and review the nature of the calls and come up with tangible numbers.
  - Have Jeremy (IT) address what can be handled by Helpdesk. (adding additional scripts, FAQ, how to video's, better error message, etc.)
  - Then review the remaining calls and see how we can address them.

- **Admissions and Records**

  - **Registration**
    - **Follow-Up:** Course Repetition – Update on programming side
      Sponsor: Dan Angelo

    - **Follow-Up:** 'Same Day Payment' for SBVC; which would match CHC current process.
      Sponsor: Dan Angelo
      Last Meeting Notes: Report from 'Student Service Counsel'

  - **CCCApply**
    - **Discussion:** OpenCCC – Latest information on 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

    - **Follow Up:** Report on call with Tim Calhoun regarding OpenCCC Apply.
      Sponsor: Glen Kuck, Cory Brady

  - **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

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

  - **Transcripts / Records**

    - **Discussion:** CCCTRan/eTranscriptCA has updated its transcript standards for Transfer Degrees. What is Credential's doing in regards to Transfer Degrees?
      Sponsor: Cory Brady

    - **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.
  - **E-Advising**: College staff will need to create "Curriculum Tracks/Course Blocks" for the AAT/AST academic programs.
  - **Records:** Writing of the Degree Audit subroutine for checking 60 Transfer units. For AAT/AST academic programs.

- **Duplicate Institution Clean-Up**

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

- **Duplicate Address Clean Up**

  - **Follow Up:** Setup of Datatel's Address Duplicate Clean-up Process.
    Sponsor: Cory Brady
    Future Agenda Item: 09/01/2012

    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**

  - **Registration Billing**

    - **Follow Up:** OmniTran's Contract / Student Transportation Fee
      Sponsor: Cory Brady
      Last Meeting Notes:

      - After reviewing the Omnitrans contract for the Student Transportation Fee, some glaring issues were found
        - The college would be billed at the start of the term, based on initial enrollment.
        - If the student is dropping from all classes, OmniTrans would not allow the student to use the busses.
        - OmniTrans is requesting weekly extracts of registered students, with unit totals.

      - Charlie Ng will be addressing issues with the Omnitrans contract and to come up with amendments to the contract to address these issues.

- **Next Meeting:**

  - **Summer Schedule for DAWG Meetings**
    - Starting week of June 4th thru Aug 1st.

- Meeting Time changed to 3:00pm to 5:30pm

- **Meeting Scheduled for:** Wednesday, July 25, 2012 from 3:00 PM to 5:30 PM

Cory Brady * Senior Programmer / Analyst * San Bernardino Community College District * 441 West 8th Street, San Bernardino CA 92401 * Tel 909-384-4366 * Fax 909-885-3371 * cbrady@sbccd.org * www.sbccd.org

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