Brady, Cory M.

From: Brady, Cory M.
Sent: Wednesday, August 01, 2012 9:03 AM
To: District Applications WorkGroup; DAWG.Faculty
Cc: Kuck, Dr. Glen; Walter, DyAnn; Hannon, Carol; Jones, Dianna; Bond, Joyce T; McGowan, Arlene
Subject: District Applications WorkGroup (DAWG): Agenda for 08/01/2012 (Updated #2)

Team,

Reminder: Our next DAWG meeting is **August 1st** from **3:00 PM** to **5:30 PM**. It will also be our last meeting under the summer schedule.

Below is the 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
08/01/2012	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
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- SBVC
  - o

- CHC
  - o

Meeting Agenda:

- **Vendor Conference Call**
  - **Discussion:** What is Credential's doing in regards to Transfer Degrees?
    Sponsor: Dan Angelo
    Time: 3:30 PM

    Last Meeting Notes:
    - **Action Item:** Dan will call Tom at Credentials to schedule a conference call for the next DAWG meeting (Aug 1st).
    - **Action Item:** SBVC and CHC need to change the XAP control center to not accept transcripts from other colleges.

- **General Discussion**

  - o **Follow Up:** Datatel Server Migration – "How did it go?"
    Sponsor: Cory Brady

  - o **Follow Up:** Renewal of "College Source: TES – Transfer Evaluation System".
    Sponsor: Joe Cabrales
    Last Meeting Notes:
    - Joe Cabrales will contact the vendor to inquire about multi-year contract for both colleges.

  - o **Discussion:** Detailed presentation on Project Prioritization process and restructuring.
    Sponsor: Glen Kuck, Cory Brady
    Future Agenda Item: 08/08/2012

  - o **Discussion/ Follow Up:** Helpdesk: Student Services
    Sponsor: Glen Kuck
    Last Meeting Notes:
    - Glen will follow up on the option of seasonal employees.

- **Admissions and Records**

  - o **Registration**

    - **Follow-Up:** 30/75 to 20/60 changes for Drop Period – Where are we in getting it done?
      Sponsor: Dan Angelo
      - Needed to be done by June 25th, so printed documents would show the new dates.
      - Absolutely needed by Aug 13th, when student's drop periods begin for 2012FA.

    - **Follow-Up:** 'Same Day Payment' for SBVC; which would match CHC current process.
      Sponsor: Dan Angelo
      Last Meeting Notes:
      - Glen will follow up with Gloria Fisher and Larry Buckley at SBVC.
      - **Action Item:** Cory will make the changes for both college.

- o Paragraphs in Datatel will be changed. Each college will edit the other college's code.

- o **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

- o **WebAdvisor:**

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

    - ▪ **Discussion:** AP4233 – 70% to 60% for "Last Day to Drop", 30% to 20% for "Last Day to Withdraw w/o a W grade". Implementing for 2012FA or 2013SP.
      Sponsor: Joe Cabrales, Dan Angelo

- 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.

      Note: Need to make sure Admissions and Instruction has representation for discussion.

- o **Duplicate Institution Clean-Up**

    - ▪ **Follow-Up:** What is the latest progress?
      Sponsor: Larry Aycock

- o **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**

  o **WebAdvisor**
    - **Discussion:** Holds being paid via WebAdvisor, and what is the procedure when that occurs, who is notified etc?
      Sponsor: Janet Johnson

  o **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
        o The college would be billed at the start of the term, based on initial enrollment.
        o If the student is dropping from all classes, OmniTrans would not allow the student to use the busses.
        o 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:**

  o **Meeting Scheduled for:** Wednesday, August 8, 2012 from 2:00 PM to 4:30 PM

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