

Brady, Jason W

From: Brady, Cory M.
Sent: Wednesday, September 5, 2012 12:37 PM
To: District Applications WorkGroup; DAWG.Faculty
Cc: DCS Admin Group
Subject: District Applications WorkGroup (DAWG): Agenda for 09/05/2012
Attachments: OpenCCCApply_09052012.pdf; SBCCD_Standard_Request DCS-AS Project Spec 299.doc

Team,

Here is the tentative agenda for today's meeting. If you have any items to add, please let me know.

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
09/05/2012	2:00 PM	4:30 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:** Detailed presentation on Project Prioritization process and restructuring.
Sponsor: Glen Kuck, Cory Brady
- **Follow Up:** Charge from the Chancellor’s Cabinet: What differences (in processes, systems, departments, etc.) between colleges, could be combined to make them streamlined/be consistent between colleges? This would save money, stream line processes, and create a common experience between campuses.
Sponsor: Cory Brady, Glen Kuck

Last Meeting Notes: DAWG has been asked to take a first stab at differences that could be made consistent between colleges.

Action Items: Group members are asked to bring ideas to the next 2 meetings, so a document can be created.

Initial List

- ‘Non-Payment Drop Policy’
 - CHC – Same Day Payment
 - SBVC – Three Day Payment
- ‘Pre-Requisite Drop Processing’ (Co-Req. ?)
 - CHC – Manually Processing
 - SBVC – Is not dropping
- ‘Registration: Waitlisting’
 - CHC – Has not implemented
 - SBVC – Is implementing
- ‘Early Alert processes’
 - CHC – Is implementing ‘SARSAIrt’ system
 - SBVC – Is using home-grown ‘EarlyAlert’ system
- Financial Aid Processes
 - How they process and validate student data for acceptance
- Registration: “Mandatory Orientation and Assessment”
 - CHC – Currently not enforcing.
 - SBVC – Currently is enforcing.

- **Admissions and Records**

- **Admissions:**

- **Follow Up:** Course Repeat rules counting ‘EQ’ graded courses toward allowed number of repeat attempts.

Sponsor: Dan Angelo

Ticket #8146-43217

Last Meeting Notes: RPOL rules currently list ‘EQ’ has a value in our repeat rules.

Last Meeting Action Item: ‘EQ’ will be taken out of repeat rules, and tested in R18Test.

Testing Notes, to fix Repeat Rules:

- S.S02.CA.TITLE.V.4W.REPEAT

- If student has any past active course, without a grade, then student can't retake course until its graded.

Note: This means equivalencies must be properly entered to include a grade of 'EQ'.

- EQ must be removed from 'Grades Allowed'
- EQ must be added to 'Grades Not Counted Grades'

▪ **Follow Up:** Degree Audit

Sponsor: Joe Cabrales, Glen Kuck

Last Meeting Notes:

- The main Degree Audit project was created from multiple smaller requests in changes for Degree Audit since 2010.
- Immediate /High-Importance Changes to be able to allow Counselor's and Students to use:
 - Main Evaluation Calculations (GPA, Total Units, Completed Units, etc.).
- **Suggestion:** Schedule 1 or more DAWG meetings as 'Working Sessions' on Degree Audit review.

Last Meeting Action Items:

- **Special Projects:** Review the current Degree Audit changes
 - determine if:
 - the different items should be grouped or separated
 - the changes are still necessary
 - the changes are needs vs. wants
 - effort in making changes
 - Report next meet on review above (09/05/12)

Notes: See Attachment (SBCCD_Standard_Request DCS-AS Project Spec 299)

▪ **Follow Up:** CCCApply's Import of High School Students – How is Admit Status entered?

Sponsor: Cory Brady

Here is the logic flow of importing from CCCApply

- High school completion dates are entered into IIA.START.YEARS and IIA.END.YEARS
- High school attendance dates are entered into IIA.START.DATES and IIA.END.DATES
- Enrollment Status is translated:
 - (1 - First-time student at a U.S. college) = FFV
 - (2 - Transfer student from another U.S. college) = FTV
 - (3 - Returning to this college) = RSV
 - (1A- Enrolling in high school (or lower grades) and college at the same time) = SPV

Note: This is no longer available in CCCApply, but we still translate it.

Last Meeting Action Item: Need to re-review high school student importation. What is putting SPV / SPC admit status, if above is no longer working?

Notes:

- High School holds and Communication Management e-mail are processed based on:
 - Student is under Age 18

or

 - Student lists an institution with GRAD.TYPE = '2' (High School 11-12)
- Review of the CCCApply dictionary last week was in error. The 1A code for high school student's is being used in CCCApply, and we translate it to SPV.
- Latest Information available on OpenCCCApply (see attached PDF).

- **Transcripts / Records**

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

- **Follow Items:**

- Transcripts
 - **Action Item:** Credential's still working on export solution for Transfer Degrees.
Notes: Larry Aycock to follow up with Credentials (Kevin).
- E-Advising
 - **Action Item:** CHC – Frances will be doing the "Curriculum Tracks/Course Blocks" once the catalog is released.
 - **Action Item:** SBVC – Need to contact Rebecca Gamboa.
- Degree Audit (Complete)
 - Rule "DA.TRNSF" was created on 04/04/2011 to be used on Degree Audit in calculating the '60 Transferable Units' requirement
 - Has been in place and functional. No additional Degree Audit programming is required at this time.
- CCCApply (Complete)
 - XEAP has been updated, so it displays the degree type in academic program tiles in the format: "AA, AS, CERT, AA-T,AS-T"

- **Duplicate Institution Clean-Up**

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

- **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**

- **Registration Billing**

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

- **Last Meeting Notes:**

- **Notes from meeting this morning via Joe Cabrales:**
 - Meeting was held this morning with Omnitrans

- Drivers receive 3 messages when a student swipes the card. Drivers were not consistently informing the student why the student wasn't valid.
 - "Bad List" means not exported by SBCCD as a valid student. Not that they are being prevented for some reason.
 - Possible mag strips are bad on cards, and is why they can't be used on the busses.
- Driver is not to prevent the first attempt of a student to ride the bus with a bad card. Giving the student the ability to get to campus to correct the problem.
- Glen will be providing more information from the meeting.
- A follow up meeting with IT is scheduled to go over details.

Last Meeting Action Item:

- **Question for Glen:** Should Student Life talk with Glen first or talk with Charlie or who, when Omnitrans fails to let student on buses.
 - **Question:** Why does it matter that Omnitrans bill SBCCD per student who used the services?
 - **Question:** Reverse that, why is SBCCD charging students, who may not use Omnitrans services?
- **Next Meeting:**
 - **Meeting Scheduled for:** Wednesday, September 12, 2012 from 2:00 PM to 4:30 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."

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