

Brady, Jason W

From: Brady, Cory M.
Sent: Wednesday, December 12, 2012 1:25 PM
To: District Applications WorkGroup; DAWG.Faculty
Cc: DCS Admin Group
Subject: District Applications WorkGroup (DAWG): Agenda for 12/12/2012

Team,

My apologies, this is very last minute in getting out the agenda. Please note, that based on the holidays, this will most likely be our last meeting until after the new year.

Below is the tentative agenda for today's meeting. Please send me anything you want added to the agenda.

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
12/12/2012	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 (11/28/12):

- **General Discussion**

- **Follow Up:** Chancellor’s Cabinet is requested that DAWG review the Board Policies & AP relating to student services.
Sponsor: Cory Brady, Glen Kuck

Last Meeting Notes:

- **Questions:** Why DAWG?
- **Questions:** How many policies and AP relate to student services?
- **Questions:** Is there a timeline requested to get this done?

Last Meeting Action Items:

- Leave on the agenda for next meeting, with the Policies and AP that would have to be reviewed.
 - We would like to talk with Glen about this before we start reviewing the student service policies.
- **Follow Up:** Creating a group for reviewing / coming up with specifications for a replacement roster for Campus Central.
Sponsor: Dan Angelo

Last Meeting Notes:

- Dan has asked for the members to be identified.
- Recommended that this process be jointly between campuses.
 - **E-Mail from Joe:**
In my Deans Meeting yesterday I told Rebecca about DAWG looking for a faculty focus group...She said that’s a great Idea. She’ll talk with the Academic Senate President about it and get back to me. I’ll keep you posted.
- **Question Next Steps:**
 - Confirm if both colleges with jointly be participating.
 - Schedule one of the DAWG meetings to come up with a suggestion to bring to ‘Faculty Review Team’.
 - Once presented to the ‘Faculty Review Team’, ask for a feedback deadline of Dec 2012.
- What the representation should look like?
 - Online Instructors, Hybrid Instructors, On-Site Instructors.
 - Looking at around 5 per college.

- **Counseling:**

- **SARS**

- **Discussion:** Replacing SARSCALL
Sponsor: Kirsten Colvey

Situation: This notice is to advise you that, due to outside vendor hardware issues, SARS Software Products, Inc. is no longer selling SARS·CALL. Specifically, the calling feature of our

software, which interfaces with a Dialogic card installed on your server, will become inoperative when you replace your server, since new servers will not accommodate the existing Dialogic card. You would need a server that supports a PCI-x card.

Our replacement product is SARS-MSGS, which is a web-based automated messaging system with features that are superior to those in SARS-CALL. This product is available in three versions: Email Only, Text Only, or Email AND Text. Automated telephone calling is currently not an option with SARS-MSGS, although we are investigating other possibilities for calling. However, most colleges are finding that students prefer to receive, and are more responsive to, text messages rather than automated phone calls.

Suggestion Solution: Implementing SARS-MSGS with Option #3: Text and E-Mail

- **WebAdvisor**

- **Follow Up:** Suggestion to change the menu layout, to separate college specific menu items.

Sponsor: Kirsten Colvey

Ticket: #8146-45889

Situation: Several students have completed the orientation by logging into their WebAdvisor account, as directed, but they accidentally logged in to VALLEY ONLINE ORIENTATION instead of CHC ONLANE ORIENTATION. The curser was just above CHC and sent them through the Valley orient instead. This was frustrating to the students who wanted an appointment for assessment only to be told they did not complete it, go to WebAdvisor to complete it, you may have to complete it again and all the while, they were getting the Valley orientation.

Last Meeting Notes:

- **Suggestions:**
 - Could we have one orientation link that goes to a landing page, that has bigger and simpler links for the two separate orientations.
 - For College specific links, create separate menu groups.
- These issues occur because WebAdvisor was not intended as a portal, and is getting more and more links that is cluttering up the menus; which causes confusion.
- **Question:** Is there a JavaScript snippet that would allow a web page to access Google e-mail notifications?

- **Admissions and Records**

- **WebAdvisor:**

- **Discussion:** Student's reporting that their WebAdvisor accounts have been hacked, and someone is dropping their sections and enrolling them into others. We have **no** WEBLOGS to research these reports sufficiently.

Sponsor: Larry Aycock, Cory Brady

- **Discussion:** Valley A&R receives several phone calls daily with students complaining that they cannot retrieve their student id numbers. The cause for the error in most if not all cases is due to the "middle initial" field. I believe this has been discussed in the DAWG meeting before however this is a huge issue on SBVC campus, therefore I think we should agenda this item once again. If the field cannot be removed can we black it out or place a message next to it "do not use". We understand that it is currently listed as "optional" however most student still use the field. This change or fix would help in reducing the number of phone calls and emails we receive concerning student id retrieval.

Sponsor: April Dale-Carter

○ **Admissions:**

- **Follow Up:** Same-Day @ SBVC: "Check Off Screen"

Sponsor: Dan Angelo

Last Meeting Notes:

- Would affect both colleges.
- **Want:** To require a student to check a box, saying they have read the 'Same-Day Payment' notice.
- **Question:** Does the answer need to be recorded?
 - If it has to be recorded in colleague, we would not be able to meet the Spring 2013 registration.
 - If can be a cached flag in the browser, we can use a simple java script to show a java alert.
 - Possible issue is that the alert isn't 508 compliant, which would affect DSPS students.

Last Meeting Action Items:

- Jason as provided some examples of a Yahoo UI, that provides the ability to view non-window popups. Cory will try to test a working example in WebAdvisor.

- **Follow Up:** "Dream Act Application" and other state mandate requirements for "Student Success" bill.

Sponsor: Joe Cabrales

Last Meeting Notes:

- Future Notes:
 - Starting 2013FA, CSAC - Cal ISIR will be needed for Cal Grant eligibility.
 - We will be required to extract data and upload it to CSAC regarding AB540 (SB70)
 - **Action Item:** John M. will report back from the CASFAA meeting on what other colleges are doing.
 - **Action item/Follow Up:** Form a group to review and determine what programming will be done to meet the need.
- How is AB540 type entered?
 - Admissions processes paperwork, and enters AB540 type on SPRO.
 - Admissions doesn't separate AB540 types when entering type in SPRO.
 - Financial Aid will only add the BOG once the AB540 type is entered by Admissions.
 - **Fin. Aid AB540 needed types:**
 - AB540 – Undocumented
 - Dream Act Eligible
 - Has no SSN
 - AB540 – US Citizen / Permanent Resident
 - Has a SSN, but not necessary in our system.
 - FAFSA Eligible
- MIS
 - **Question:** Does MIS use this student type field for any reporting?
 - **Answer:** No AB540 data is submitted to the state.
- Billing Table
 - **Issue:** Non-resident's having a BOG in the system, and not AB540.

- **Ideas:**
 - **AB540 Computed Column:**
 - If any BOG entered and AB540 type, bill student has current BOG billing.
 - **Change S02.RESIDENCY.CODE Computed Column**
 - If resident, return Y
 - If non-resident, return N
 - If any BOG entered and AB540 type, then return Y

Last Meeting Action Items:

- Operations Team (Cory) will modify the S02.RESIDENCY.CODE computed column as suggested above.
- **Follow Up:** Issue with current 'TERM-RPT' registration rule, which checks if the student is 'Repeating Same course in the Same Term'.
Sponsor: DyAnn Walter, Cory Brady
Ticket #4146-45068, by Julie Ulloa

Last Meeting Notes:

- Currently, the rule compares COURSE.IDS of the sections the student is registering for, with those that they have registered for. If any matching courses are found, it then checks if the term's match and if the section has a status of 'A' or 'N'.
- The current rule doesn't allow a student to take ENGL-101-01 the first 8 weeks of the term and get a failing grade, and then re-take ENGL-101-02 the second 8 weeks of the same term.
- **Question:** What requirements require this rule to be in place?
- **Question:** Is it correct to modify the rule to allow a student to take the same course in the same term as long as the previous taken courses are graded?

Last Meeting Action Items:

- Dan and Larry will confirm that it is a policy that is requiring it. If none is found, then it is recommended that the grade be used to allow it.
- **Follow Up:** CCCApply reporting of Residents and Non-Residents in Colleague, and then to MIS.
Sponsor: Larry Aycock, Keith Wurtz

Last Meeting Action item:

- Need to follow up with Keith to make sure this is still an issue to resolve, or if existing process is acceptable.
- **Follow Up:** Student entering they are a high school student on their application, but are over 18 yrs. of age. For example, a 40 year old.
Sponsor: April Dale-Carter, Cory Brady, DyAnn Walter
Ticket: #8146-44659

Last Meeting Notes:

- There are legitimate situations that a student would not have graduated from high school.
- **Question:** Should the CCCApply import override any high school status, if the student is over the age of 18?
 - DAWG confirms that CCCApply override any high school status if over the age of 18.

- MIS has a requirement for high school students to be 19 or less. Only errors out if over 21.
- CCCApply import will be modified to override high school status if over 19.

Last Meeting Action Item:

- April to submit a ticket to request the creation or access to a report that lists those high school students over 18, so it can be reviewed.

Notes:

- **Question:** CCCApply separately downloads the 'Admit Status', and colleague doesn't calculate it. When removing the high school status for over aged students, what should the admit status be changed to? First time, Continuing, etc.?
 - Answer: The import will need to check to see if they are:
 - A New Student (no prior registrations)
 - Continuing Student (registration last term)
 - Returning Student (no registration)
 - Use same calculations used by priority registration for containing and returning status.

- **Follow Up:** Degree Audit

Sponsor: Joe Cabrales, Glen Kuck

Last Meeting Notes:

- SB 1456 has been signed, student success and performance.
 - Degree audit will improve Ed-Plans and student which SB 1465 is requiring.
 - The Student's use of Degree Audit isn't possible until the Degree Audit is fully functional.
 - **Question:** Will SB 1456 increase the priority for the Degree Audit project.
- State required 'Priority Enrollment' requiring Ed-Plans, Assessment and Orientation prior to registration.

Last Meeting Action Items:

- Report on last week's DAWG Working Session
- Cory still needs to send out the Degree Audit meeting minutes from last week's meeting.

- **Registration**

- **Follow Up:** Same-Day Payment at SBVC

Sponsor: Cory Brady, Glen Kuck, Dan Angelo

Last Meeting Notes:

- More information has been requested for review possibly changing from "same day", but not direction has changed on going forward with Same-Day.

- **Discussion:** Provide a brief update on the status of the (for lack of a better term) instructor email notification regarding student activity. Or, as Larry pointed out should it be handled by referring faculty to submit a Help-Desk Ticket?

Sponsor: Joe Cabrales, Dan Angelo

Ticket: #8146-44178

Last Meeting Notes:

- Joe/Larry have provided students and instructor they have received reports of the problem.
- DCS is still researching.

Last Meeting Action Items:

- Cory will send an e-mail to Joe and Dan about the latest on this problem, so it can be used to respond to instructors when they report the problem.

- **Discussion:** Implementation of State Mandated 'Enrollment Priorities' by Fall 2014. However, notifications to student's go out in Spring 2013.

Sponsor: Dan Angelo

Action Item: Have this as a standing topic for DAWG.

Last Meeting Notes:

- The state listservs have recently become active on this topic.
- "SSEM: Student Success Enrollment Management" committee at CHC will be addressing this issue in how Crafton will be implementing the mandated changes.

- **Duplicate Institution Clean-Up**

- **Follow-Up:** What is the latest progress?

Sponsor: Larry Aycok

Last Meeting Note:

- Have finished updating the excel document.
- 3 colleges have been found to be real, but no CEEB is available.
- Once the 3 colleges have been confirmed, will send the file.

- **Duplicate Address Clean Up**

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

Sponsor: Cory Brady

Last Meeting Action Items:

- We have been running RMAD for almost 2 weeks now.
- CHC has reported possible first signs of improved importing of CCCApply. They actually processed a batch of 25 applications with no errors to correct.

- **Account Receivables**

- **Registration Billing**

- **Discussion:** Briefly discuss and provide an update on CHC's plan to deal with the SCF billing issue

Sponsor: Joe Cabrales

Last Meeting Notes:

- The notice hasn't been sent out yet. It is in Mike Strong's hands.
- Any tickets handled in providing information to students regarding the re-billing, would require additional fee charges.
- CHC is getting questions from students when they drop and now see they owe the fee.
- **Question:** Did we already re-bill in mass? **Answer:** No.

Last Meeting Action Items:

- Joe will draft an e-mail and will seek approve from VP's before sending.
- Cory still needs to re-run previous report to see if totals have dropped.

- **Next Meeting:**

- **Question on next 3 meetings?**
 - **Meeting Scheduled for:** Wednesday, December 19, 2012 from 2:00 PM to 4:30 PM
 - **Meeting Scheduled for:** Wednesday, January 2, 2012 from 2:00 PM to 4:30 PM
 - **Meeting Scheduled for:** Wednesday, January 9, 2012 from 2:00 PM to 4:30 PM

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

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