

## Brady, Jason W

---

**From:** Brady, Cory M.  
**Sent:** Wednesday, May 8, 2013 12:49 PM  
**To:** District Applications WorkGroup; DAWG.Faculty  
**Cc:** DCS Admin Group  
**Subject:** District Applications WorkGroup (DAWG): Agenda for 05/08/2013 (Working Session) (Updated #2)

Team,

Since our last few meetings were canceled, below is an updated agenda.

Here is an tentative agenda for today's DAWG meeting. Please send me any additional items you may have.

### **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.

### **Regular Meeting Schedule:**

- **Business Sessions** – 1<sup>st</sup> and 3<sup>rd</sup> Wednesday from 2:00 PM to 4:30 PM
- **Working Sessions** – 2<sup>nd</sup> and 4<sup>th</sup> Wednesday from 2:00 PM to 4:30 PM

**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	Session Type
05/08/2013	2:00 PM	4:30 PM	Working Session

### **PARTICIPANT DETAILS**

- > Dial your telephone conference line: **(888) 886-3951**
- > Cell phone users dial: **(913) 312-3202**
- > Enter your passcode: **202927**
- > Go to [www.cccconfer.org](http://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: **202927**

### **Meeting Participants:**

- District
  -
- SBVC
  -
- CHC
  -

**Meeting Agenda (04/17/13):**

- **General Discussion**

1. **Discussion:** Colleague Patches and UniData Upgrade Schedule  
**Sponsor:** Cory Brady

2. **Discussion:** Project Prioritization for Spring 2013 cycle.  
**Sponsor:** Cory Brady

3. **Follow-Up:** Creating a group for reviewing / coming up with specifications for a replacement roster for Campus Central.

**Sponsor:** Dan Angelo

**Future Agenda: 06/01/2013**

**Last Meeting Notes:**

1. Nothing new. But, will be follow-up at the start of Spring 2013.

- **Counseling**

- **SARS**

1. **Follow-Up:** SARSGrid, SARSTrak, eSARS Performance Issues  
**Sponsors:** Cory Brady

- **WebAdvisor**

1. **Follow-Up:** Student Side to Ed-Plans: Course Planning  
**Sponsor:** Cory Brady  
**Ticket #8146-52185**

**Issue:** Create/Add to Worksheet - it only allows me to enter three courses at a time.

**Suggested Resolution from Robert McAtee:** Set this area up to allow students to enter up to ten classes

- **Admissions and Records**

- **Applications:**

1. **Discussion:** Funding for OpenCCCApply Starting Fiscal Year 2013-14  
**Sponsor:** Cory Brady

*"The Chancellor's Office is pleased to announce that beginning in FY 2013-14, all costs for the development, maintenance, hosting, and support of the new version of CCCApply, including the*

*Online BOG Fee Waiver Application and International Student Application, will be centrally provided for all California Community Colleges. All subscription agreement costs will be eliminated and colleges will no longer need to pay an annual fee to participate in OpenCCCApply. This has been made possible because of cost savings from other State sponsored technology projects, efficiencies achieved in the transition to OpenCCCApply, and a partnership between the Student Services and Technology, Research, and Information Systems Divisions. Funds are being redirected to cover these costs centrally for all districts on an ongoing basis.”*

- 2. Follow Up on Reported Issue:** Students are reporting that they are not receiving the ‘Admissions E-Mail’ from Colleague when their application is imported.

**Sponsor:** April Dale-Carter

**Ticket #:**8146-52170

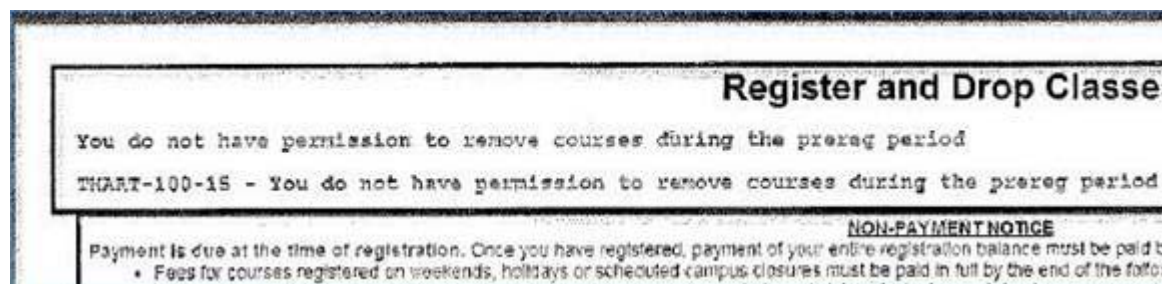
**Last Meeting Notes:**

- 10 students are reporting this in a week.
- A&R noticed that e-mail addresses are correctly entered in Colleague.
- There is evidence that the e-mails are being sent to students, as they are responding to them when they have login problems.
- Students are showing the CRI code that it was sent.
- Workflow in manually resolving:
  - Student doesn’t get e-mail with the application is processed.
  - Admissions will resend letter via CRI, and student still doesn’t get the e-mail.
  - Admissions sends the e-mail as a template from outlook, and student gets it.
  - April/Steven has provided 5 students that have been reporting the problem.
    - #1331055 ([masterx3@verizon.net](mailto:masterx3@verizon.net))
    - #0628964 ([QAquarius21@yahoo.com](mailto:QAquarius21@yahoo.com))
    - #1213548 ([alex\\_capuchino@redlands.edu](mailto:alex_capuchino@redlands.edu))
    - #1331618 ([jdombrowski7@verizon.net](mailto:jdombrowski7@verizon.net))
    - #1329226 ([kamille\\_savini@yahoo.com](mailto:kamille_savini@yahoo.com))

○ **WebAdvisor:**

- 1. Discussion:** Adding Custom error message to replace ‘prereg period’ message.

**Sponsor:** Cory Brady



- 2. Follow Up:** E-mail sent from WebAdvisor by Faculty

**Sponsor:** Cory Brady

**Tickets:** 8146-50155, 8146-48764, 8146-48755

**Last Meeting Notes:**

- Still working on it.
- XBSI, XRST are in testing.

- XDHL has been identified, but requires rework.
- EOPS custom screens are heavy in e-mail attachments.
- DSPS custom screens may have e-mail
- A request will be submitted to alter 'Faculty Roster' and 'Faculty Waitlist Roster'.

3. **Discussion:** Review and define "Change Grade Submission Form" process for project request.  
**Sponsor:** Cory Brady, Larry Aycock, April Dale-Carter  
**Future Agenda:** 06/01/2013

○ **Admissions:**

1. **Follow-Up:** Changes to correct when a student becomes inactive, and additional registration rules  
**Sponsor:** Larry Aycock  
**Ticket#: 8146-51446**

**Last Meeting Notes:**

- **Possible Bug:** If a "continuing" student registers for **2011FA**, and doesn't register in 2012SP, 2012SM or 2012FA, they can still register for 2013SP classes up until the end of the 2012FA term. If they do register for 2013SP classes, they are made inactive.
- Ticket #8146-51446 has been submitted by Larry Aycock.
- Clarification was provided on which title 5 and education code sections requires the update. It is only Title 5 section 54010; with the understanding that summer is not considered a semester. Meaning Fall or Spring (Primary Term) are only considered semesters.

**Last Meeting Action Items:**

- Cory finish draft of changes for re-assignment.

2. **Follow Up:** Same-Day @ SBVC: "Check Off Screen"  
**Sponsor:** Dan Angelo

**Last Meeting Notes:**

- April reported no problems, but Larry reported issues:
  - Chrome, Internet Explorers, Safari:
    - When you click 'OK' when logging out, it closes the browser and clears cookies.
    - When you click 'Cancel' when logging out, the cookie isn't cleared.
  - Firefox:
    - When you click 'OK' when logging out, it doesn't close the browser, and clears the cookie.
    - When click 'Cancel' when logging out, the cookie isn't cleared.

3. **Follow Up:** Degree Audit  
**Sponsor:** Joe Cabrales, Glen Kuck

**Last Meeting Notes:**

- Joe Cabrales mentioned that STEM has some funds that could be spent to get more resources in implementing Degree Audit project.

**Last Meeting Action Items:**

- Meeting with Ben and Steven on completing the Degree Audit project charter. (3:00 PM to 4:00 PM, Friday, April 19)

○ **Registration**

1. **Follow Up:** XOBN – Latest Update

**Sponsor:** Cory Brady, Glen Kuck, Dan Angelo

**Last Meeting Notes:**

- Still being working on. Resources are needing to be re-assigned.
- **IMPORTANT:** May need to run BILL before running XOBN as well as after DREG, to make sure current billing is update today before processing drops.

2. **Discussion:** Implementation of State Mandated ‘Enrollment Priorities’ by Fall 2014.

**Sponsor:** Dan Angelo

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

**Follow-Up/Discussion Items:**

- **Question:** Does Colleague/WebAdvisor have ‘student initiated’ ED-Plans? Un-informed Ed-Plan.
- **Follow-Up:** Verbiage for additional ‘Academic Standing’ paragraph for Spring 2013 letters

“New state regulations will make any student who has been on academic probation and/or dismissal for two consecutive semesters ineligible for priority registration. Be advised that your current academic standing puts you at risk for losing your eligibility for priority registration.”

**Next Steps:**

1. Identify what we need to and how to communicate this spring.
  - a. Academic Standing Notices
    - i. Existing processes in place to determine the save list of the students.
  - b. Approaching the 100 unit max.
    - i. An existing XUNT report could be used to create the save list.

**Last Meeting Notes:**

- Larry submitted a CHC mock-up of how priority registration with mandated requirements added to CHC existing priority, to the STEM group.
- Macro mentions that it is being discussed at multiple groups at SBVC (Academic Senate, Classified Senate)

**Last Meeting Action Items:**

- Larry will be e-mailing the mock-up to Cory.

○ **Duplicate Institution Clean-Up**

1. **Follow-Up:** Identified Institution records to clean up. What are next steps?

**Sponsor:** Cory Brady

**Last Meeting Notes:**

- The renewal of the College Board institution imports for \$150, is up. DAWG has determined it is unnecessary to continue service, as CCCApply / OpenCCCApply provide the institution information we need for 99% of the time.

**Last Meeting Actions:**

- Cory to review, if it is possible to BATCH the existing Datatel delivered. If it requires programming, make a part of the Degree Audit Project.

- **Next Meetings:**

1. **Next "Business Session" Scheduled for** Wednesday, May 15, 2013 **from** 2:00 PM **to** 4:30 PM
2. **Next "Working Session" Scheduled for** Wednesday, May 22, 2013 **from** 2:00 PM **to** 4:30 PM
3. **No Meeting for May 29, 2013**

Cory Brady \* Interim Director of Administrative Application Systems \* San Bernardino Community College District \* 441 West 8th Street, San Bernardino CA 92401 \* Tel 909-384-4366 \* Fax 909-885-3371 \* [cbrady@sbccd.org](mailto:cbrady@sbccd.org) \* [www.sbccd.org](http://www.sbccd.org)

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

CONFIDENTIALITY: This e-mail (including any attachments) may contain confidential, proprietary and privileged information, and unauthorized disclosure or use is prohibited. If you received this e-mail in error, please notify the sender and delete this e-mail from your system.