Brady, Cory M.

From:	Brady, Cory M.
Sent:	Wednesday, September 25, 2013 11:06 AM
To:	District Applications WorkGroup; DAWG.Faculty
Cc:	DCS Admin Group
Subject:	District Applications WorkGroup (DAWG): Agenda for 09/25/2013 (Working Session)

Team,

Below is our tentative agenda for today's DAWG meeting. Please send any topics you wish to add 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.

Regular Meeting Schedule:
- **Business Sessions** – 1st and 3rd Wednesday from 2:00 PM to 4:30 PM
- **Working Sessions** – 2nd and 4th 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
09/25/2013	**2:00 PM**	**4:30 PM**	**Working Session**
10/02/2013	2:00 PM	4:30 PM	Business Session
10/09/2013	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
> 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 (09/04/2013):

- **General Discussion**

  1. **Discussion:** Helpdesk Changes Oct 2nd : How phone calls to the helpdesk are changing.
     Sponsor: Cory Brady

  2. **Discussion:** Review of 'September' Colleague Patch Cycle
     Sponsor: Cory Brady

     Topics:
     - User Testing
     - UI Desktop Issues

  3. **Discussion:** Ellucian Degree Works
     Sponsor: Cory Brady

     ### CISOA Ellucian Degree Works session recordings

     Session 1: Introduction to Ellucian Degree Works
     https://ellucian.webex.com/ellucian/lsr.php?AT=pb&SP=EC&rID=55528342&rKey=d04ebb498d2f6d84

     Session2: Ellucian Degree Works - Deeper Dive: Student Plans
     https://ellucian.webex.com/ellucian/lsr.php?AT=pb&SP=EC&rID=55561692&rKey=cd71d1fd97f0b5a7

     Session 3: Ellucian Degree Works - Deeper Dive: More About Audits; Q&A
     https://ellucian.webex.com/ellucian/lsr.php?AT=pb&SP=EC&rID=55573092&rKey=771055b4816d7793

     Session 4: Ellucian Degree Works Scribing Strategies
     https://ellucian.webex.com/ellucian/lsr.php?AT=pb&SP=EC&rID=55619967&rKey=0af93daa1dbed799

     Session 5: Ellucian Degree Works Approaches to California Requirements
     https://ellucian.webex.com/ellucian/lsr.php?AT=pb&SP=EC&rID=55663947&rKey=21c682c752c7ec5e

  4. **Discussion:** Discuss and draft list of goals/objectives (projects) that the colleges are needing/looking to do over the next 1 to 5 years.
     Sponsor: Cory Brady
     Future Agenda: Next available Working Session

     Last Meeting Notes:

- It is recommended that DAWG start to address bigger picture project discussions. Focusing on where the colleges like to go in the future.

  Last Meeting Action Items:
  - Schedule for a future topics and/or 'Working Session' for DAWG when topic discussions are low.

- **Admissions and Records**

  - **Registration**
    - **Discussion:** What it would take to add 'Refund Date' to Registration Statement?
      Sponsor: Veada Benjamin, Cory Brady

      "The refund date is calculated based on rules that are evaluated at the time registering (per fee type), and previous requests was declined because it is not stored or calculated per section; which means not easily placed on the registration statement.

      Now, previous requests were declined; but, there was little or no discussion on how we might be able to do it and since then we have learned how to evaluate rules (such as in XOBN) and might be able to evaluate the refund rules.

      However, the refund fees are evaluated per fee, and that still makes it difficult for us to add the evaluated refund date to the registration statement, since it contains multiple fee types.

      I suggest adding this topic to the DAWG meeting, so we can discuss what exactly is wanted when you say 'refund date'. With a more clear understanding, we can re-evaluate the request this time around."

  - **Transcripts**
    - **Discussion:** I would like to begin certifying students for CSU or IGETC on the transcript rather than manually populating a pdf and attaching it to the transcript. This will be done in CHC Comments for the time being. I hope that one day with Degree Audit up and running that the CSU and IGETC certifications will run against Degree Audit and populate the transcript. I will include an example of my request as soon as our Casper server is working properly.
      Sponsor: Ben Mudgett

      Last Meeting Notes:
      - To be discussed next meeting, so Ben can be a part of the discussion.

  - **Applications:**

    - **Discussion:** Updating E-Mail Addresses in NAE – Suggestion to make the e-mail field 'Inquiry Only' on NAE.
      Sponsor: Cory Brady

    - **Follow-Up:** AB 955 requiring to pay more for higher demand courses.
      Sponsor: Larry Aycock

      Notes:
      - An 'Redlands Daily Facts' article regarding 'Students protesting AB 955 requiring to pay more for higher demand courses, and Crafton Hills College is listed as one of the pilots'.
      - No one is aware that CHC is piloting in this program. More follow-up needs to be made to confirm if we are or not.

- **Follow-Up:** Students registered for some time, are now not showing on rosters.
  Sponsor: Veada Benjamin

  Last Meeting Notes:
  - It appears that the student pointers for STUDENT.COURSE.SEC is bad for the reported student.
  - It was found to be a bad pointer, and a utility has been provided by Datatel to correct the issue. We do not run this utility normally, but may be necessary to run on a regular basis. However, it may fix other records we aren't aware of. More research is needed.

  Last Meeting Action Item:
  - More research will be done and reported back to DAWG.

- **Discussion:** Waitlists Issues – Requesting the ability for students to see their cancelled waitlist reservations.
  Sponsor: Veada Benjamin, Joe Cabrales
  Ticket #: 8146-58096

  Last Meeting Notes:
  - As of 09/04/2013, the #8146-58096 ticket still needs to be assigned resources to allow students to see there 'cancelled' waitlists.

  Notes:
  - As of 09/25/2013, still being worked on.

- **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:
  - We have updated the SBVC CCCApply communication management documents, so responses will go to the admissions@valleycollege.edu and we have been collected the bounces for review.
  - As of 09/04/2013, still being worked on.

  Notes:
  - As of 09/25/2013, still being worked on.

- **WebAdvisor:**

  - **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'.
- As of 09/04/2013, Still being worked on.

Notes:
- As of 09/25/2013, Still being worked on.
- Added notice to 'Class Roster' and 'Waitlist' Roster e-mail students pages:

FACULTY

Select Students f

IMPORTANT NOTICE:
Currently this e-mail option is not functional in WebAdvisor. Until it is corrected, please use Campus Central's e-mail option under "My Classs".

Section Name and Title
READ-100-91 College Academic Reading

Choose One	E-Mail Options
⦿	E-Mail All Students Listed
◯	E-Mail Only Selected Students

Select   Students   Status   E-Mail Address

SUBMIT

- **Discussion:** Review and define "Change Grade Submission Form" process for project request.
  Sponsor: Cory Brady, Larry Aycock, April Dale-Carter
  Future Agenda Item: 01/01/2014

- **Discussion:** Can we add an option to search for online courses on the "Search and Register for Classes" page of WebAdvisor?
  Sponsor: Steven Silva
  Ticket #: 8146-53512

  Last Meeting Notes:
  - Students are requesting the ability to search for just Online Course in WebAdvisor.
  - **DAWG** would like this feature, but the amount of work may not allow it.
  - **Solution:** Update and reassign ticket to use Instruction Method of DE7… for an added search for 'Hybrid/Online' courses.
    - Include "Open Classes Only" search criteria.
  - As of 06/12/2013 - Ticket was re-opened and assigned to be researched.
  - Needed by Nov 2013 (Spring Registration)
  - As of 09/04/2013, Still being worked on.

  Notes:
  - As of 09/25/2013, Still being worked on.

- **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:
   - Has been assigned to be worked on, estimated to be completed by August 1st.
   - As of 09/04/2013, Still being worked on.

   Notes:
   - As of 09/25/2013, currently being tested.

o **Registration**

1. **Follow Up:** XOBN – Latest Update
   Sponsor: Cory Brady

   Last Meeting Notes:
   - Updates for Co-Requisite checking for dropped sections, has been moved to live.
   - As of 09/04/2013, automation of XOBN still being worked on.

   Notes:
   - XDREG1 (Automated process for XOBN, DREG, BILL, Communication Management) has been moved into R18Test for testing.

2. **Follow Up:** Misc. Student & Faculty Notices (Add/Drop, Financial Transactions, etc.) – Not working.
   Sponsor: Cory Brady

   Last Meeting Notes:
   - Still working on it, but it appears to be partially working for 2013SM.
   - **Questions:** For the AR Invoices notices, will it pick up changes in past terms?
   - As of 09/04/2013, still being worked on.

   Notes:
   - As of 09/25/2013, still being worked on.

3. **Discussion:** Implementation of State Mandated 'Enrollment Priorities' by Fall 2014.
   Sponsor: Larry Aycock, Marco Cota
   Action Item: Have this as a standing topic for DAWG.

   Last Meeting Notes:
   - **Discussion Item:** How Orientation entry is done in Colleague (MATI)?
     o The MATI screen has both 'status' and 'override' fields for Assessment, Orientation and Advisement. The concern is that we may not be populating MATI correctly, in that we are populating the 'override' fields, when these should be 'exempt' only fields. Kirsten will submit a ticket to explore how the 'status' fields are calculated and MIS (Student Success file) so we can determine if a better location to populate the information.
     o CHC has submitted their ticket to update the rules for priorities starting spring 2014.

- o SBVC will be submitting their changes for priority rules, including entry of student groups today.

  Topics:
  - To review SBVC's submitted priority rule changes.

- **Next Meetings:**

  1. **Next** "Business Session" **Scheduled for** Wednesday, October 2, 2013 **from** 2:00 PM **to** 4:30 PM
  2. **Next** "Working Session" **Scheduled for** Wednesday, October 9, 2013 **from** 2:00 PM **to** 4:30 PM

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