Brady, Cory M.

From:	Brady, Cory M.
Sent:	Wednesday, November 20, 2013 10:34 AM
To:	District Applications WorkGroup; DAWG.Faculty
Cc:	DCS Admin Group
Subject:	Reminder: District Applications WorkGroup (DAWG): Agenda for 11/20/2013 (Working Session) (Updated #2)

Team,

Here is the **UPDATED** tentative agenda for **today's** DAWG working session meeting. Please send me any agenda items you would like 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.

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
11/20/2013	**2:00 PM**	**4:30 PM**	**Working Session**
11/27/2013	2:00 PM	4:30 PM	Business Session
12/04/2013	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
    - o

- SBVC
  - ○

- CHC
  - ○

Meeting Agenda (11/20/2013):

- **Follow-Up:** CHC Waitlist – Items before go live.
  Sponsor: Cory Brady, Larry Aycock

  - ○ CHC Instruction Report on where we are.
  - ○ WebAdvisor: 'Manage My Waitlist' message review.
  - ○ WebAdvisor: Should 'Manage My Waitlist' to show 'C' (cancelled) only, or also 'D' (drop)?
  - ○ WebAdvisor: 'Registration Help' review. (1st paragraph talks about waitlist)
  - ○ Waitlist: Notice E-Mail review.

- **Follow-Up:** Designate authorized individual, preferably one evaluator, to have ability to update INST academic calendar.
  Sponsor: Ben Mudgett

  Last Meeting Action Items:
  - ○ (TBA) Review College Board import to see if institutions records include the Academic Calendar.
  - ○ (TBA) Update SOD security for Ben Mudgett and Sophin Im for INST.

- **Follow-Up:** Review of possible way to start entering transfer work, before the Degree Audit project is completed.
  Sponsor: Ben Mudgett

  Action Items:
  - ○ (TBA) Still need to batch update all academic programs with "CDA" and "VDA".

- **Discussion - Degree Audit:** Define and design entry of pseudo courses: Transfer Work vs. EQs

  Last Meeting Notes:
  - Setting up pseudo for 'ALL' EQs (NEQV, TSUM, etc.) without equates to 'real' courses. This requires instruction to update pre-requisites and co-requisites to include both 'pseudo' and 'real' courses.
    - ○ **IMPORTANT:** This is resource intensive, and requires more thought to implement. Not to be include with the Degree Audit project.
    - ○ **Question:**
      - ▪ Can we setup/customize pre/co so they allow equates between real and pseudo, but not use the Ellucian delivered equates?
      - ▪ Did we miss-configure Grade Schemes
      - ▪ Can we use separate Grade Schemes for Pre/Co rules?
      - ▪ Is there a way to no allow EQs to replace any courses?
      - ▪ **Idea:** Creating new courses for all active courses, at a catalog year, that now includes the pseudo entries for pre/co.

  Last Meeting Action Items:
  - Ben Mudgett / Steve Silva – Provide all of the college's gradation patterns (GE, IGETC, CSU, etc.) to Cory.

  Items to discuss and/or define for these pseudo courses:
  - ○ Subject Code
  - ○ Course Number
  - ○ Assigned Division (V) / Department (C)
  - ○ Assigned Department (V) / Discipline (C)
  - ○ Assigned Catalog
  - ○ Who does the creation and management of these pseudo courses?

  Decided on Definitions:
  - Department for Pseudo Courses (already in R18Live)
    - ○ COTCC - Crafton Other College Credits
    - ○ VOTCC - Valley Other College Credits

Brainstorm Ideas:
- **Idea:** Possible Subjects (already in R18Live)
    - o OTCC – Other College Credits

- **Idea:** Naming Convention / Organization Structure / Smart Coding

    - o **Department:** COTCC (Crafton Other Transfer College Credits)
    - o **Subject:** OTCC (Other Transfer College)
    - o **Course Number:** LFSCI (Life Science)
    - o **Title:** Life Science, Other College

        OR

    - o **Department:** COTCC (Crafton Other Transfer College Credits)
    - o **Subject:** OTCC (Other Transfer College)
    - o **Course Number:** HUM (Humanities)
    - o **Title:** Humanities, Other College

- **Idea:** Create a generic pseudo course for each 'Area and Sub-requirements' for each of the degree patterns (CHC, SBVC, IGETC, CSU/UC, etc.)

    Example for Transfer Degree (AST/AAT):
    - Area A: Communication
    - Area A: English Language
    - Area A: Critical Thinking
    - Area B: Physical Science
    - Area B: Life Science
    - Area B: Science Lab
    - Area B: Mathematics
    - Area C: ART
    - Area C: Humanities
    - Area D: Social Sciences
    - Area E: Lifelong Understanding and Self Development

- **Discussion - Degree Audit:** Review EVAL Inst. Combined GPA/Unit totals: How are they calculated?

    Last Meeting Notes:
    - o Degree Audit / What If's on WebAdvisor
        - If we can fix or remove the 'institutional' and 'combined' totals, we can make it available now to students.
        - Our ultimate intent is to fix the totals, but we can remove it now to make it available to students on WebAdvisor.

    - o **Issue:** Re-using or miss reporting courses with in requirements
    - o **Issue:** Inconsistent formatting of Units (some with and some without decimal formatting).

    Last Meeting Action Items:
    - o Keep on next Degree Audit working session.

- **Next Meetings:**

    1. **Next** "Business Session" **Scheduled for** Wednesday, November 13, 2013 **from** 2:00 PM **to** 4:30 PM
    2. **Next** "Working Session" **Scheduled for** Wednesday, November 6, 2013 **from** 2:00 PM **to** 4:30 PM

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