

## Brady, Cory M.

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**From:** Brady, Cory M.  
**Sent:** Wednesday, February 26, 2014 11:36 AM  
**To:** District Applications WorkGroup; DAWG.Faculty  
**Cc:** DCS Admin Group  
**Subject:** REMINDER: District Applications WorkGroup (DAWG): Agenda for 02/26/2014 (Working Session)

Team,

Below is our tentative agenda for today's working session. Please send any items 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** – 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
02/26/2014	2:00 PM	4:30 PM	Working Session
03/05/2014	2:00 PM	4:30 PM	Business Session
03/12/2014	2:00 PM	4:30 PM	Working Session
03/19/2014	2:00 PM	4:30 PM	Business Session

### PARTICIPANT DETAILS

- > Dial your telephone conference line: **913-312-3202** or **(888) 886-3951**
- > Cell phone users dial: **913-312-3202**
- > Enter your passcode: **798316**
- > 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: **798316**

### Meeting Participants:

- District

- SBVC
  -
- CHC
  -

**Meeting Minutes (02/12/2014):**

- **General Items**

- **Follow-Up:** The TRNSFR term is not carrying over from the EXTS screen when entered.

**Last Meeting Notes:**

- Before the patches in Jan, this was working. But, now it's not.

- **Project Discussions**

- **BlackboardPay**

- **Follow-Up:** Project Plan Timeline Status

- **OpenCCCApply**

- **Follow-Up:** Project Plan Timeline Status
- **Discussion:** Review of configured OpenCCCApply Application (Questions, Supplemental Questions, Rules, Terms, etc.)
- **Discussion:** Review of Import Fields for XEAPP.
- **Follow-Up:** What marketing, changes to websites, documentation, security do you want to do?  
**Future Agenda:** March 12, 2014

**Last Meeting Notes:**

- **Question:** Larry will not be able to attend on Wednesday. Below is his comments on the security permissions question:
  - CHC Admissions proposes that Directors have the ability to manage the users for OpenCCCApply, and IT is only backup. Meaning, they would manage who has access when any changes are necessary. This would require any additional training needed to understand permissions for Control Center and Report Center.
  - April agrees with Larry.
- **Branding**
  - Crafton will stick with current header from XAP application.
  - Valley will come up with a new header.
    - [Cory] To send size limitations for new header.
- **Entry Application Instructions**
  - Use XAP verbiage for now, but need to review later when testing the application process.
- **College Material that need to be updated and/or reviewed.**
  - SOAR Packet for Highschool Visit, includes details on applying.
  - Crafton Apply Pages
    - [http://www.craftonhills.edu/Admissions\\_and\\_Records/Apply](http://www.craftonhills.edu/Admissions_and_Records/Apply)
  - Valley Apply Pages
    - <http://www.valleycollege.edu/admissions-financial-aid/admissions-records/admissions/application-for-admissions>
    - <http://www.valleycollege.edu/become-a-student.aspx>
- **Workshop in CCCApply – April 15**
  - Will be announcing BOG Application
    - [Cory] To send information to Financial Aid.
  - Recommend that at least OpenCCCApply project team members attend.

- **Vendor Project: Colleague UI**
  - **Follow-Up:** Project Plan Timeline Status
- **Vendor Project: Self-Service: Student Planning w/Degree Audit**
  - **Follow-Up:** Project Plan Timeline Status
- **Next Meetings:**
  1. **Next** "Business Session" **Scheduled for** Wednesday, March 5, 2014 **from** 2:00 PM to 4:30 PM.
  2. **Next** "Working Session" **Scheduled for** Wednesday, March 12, 2014 **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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