

Brady, Cory M.

Subject: DAWG-PUP/Degree Audit: Creation of Pseudo Courses to enter Transfer Work
Location: TESS Training Room / CCCConfer

Start: Wed 3/11/2015 2:00 PM
End: Wed 3/11/2015 4:30 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Brady, Cory M.
Required Attendees: Baber, Corrina E; Heilgeist, Kristina Ann; Molina, Herlinda M.; Silva, Steven R.; Ulloa, Julie Ann; Im, Sophin; Dale Carter, April D; Mudgett, Benjamin S; Aycock, Larry K.; Cota, Marco A. C.; Colvey, Kirsten S.; Gallagher, Amber L; Walter, DyAnn
Resources: TESS Training Room

Team,

Due to the number of participants for this sub-workgroup on Transfer Work and the request to have this meeting separate from the DAWG: Working Session agenda, I find that, per Outlook Calendar, the DAWG weekly time slot is the only slot the majority of participants are available.

So, I've cancelled the DAWG March 11th meeting, and replaced it with a DAWG PUP (Sub-Workgroup) agenda just on Transfer Work for the same time slot. We will be using the same CCCConfer information, for those who wishes to attend remotely.

Date	Start time	End time	Session Type
03/11/2015	2:00 PM	4:30 PM	PUP: Transfer Work

PARTICIPANT DETAILS

- > Dial your telephone conference line: **913-312-3202** or **(888) 886-3951**
- > Cell phone users dial: **913-312-3202**
- > Enter your passcode: **422558**
- > 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: **422558**

Meeting Participants:

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Meeting Purpose: Degree Audit – Creation of Pseudo Courses to enter Transfer Work

Meeting Objectives:

- Determine/confirm which 'location' the pseudo objects will be created under.
 - Confirm that School will be the existing college codes (CHC, SBVC)
 - Determine if exiting locations (CHC, COFF, SBVC, SOFF, etc.) will be used, or new campus locations (VOTCC, COTCC, etc.)
- Determine/confirm which 'grade scheme' the pseudo courses will use.
 - Confirm if existing 'UG' grade scheme will be used.
- Determine/confirm which 'credit type' the pseudo courses will use.
- Determine/confirm which 'academic level' pseudo courses will use.

- Confirm if existing 'UG' academic level will be used.
- Create the list of Pseudo objects to create:
 - Division (DIV fields)
 - Department (DEPT fields)
 - Subjects (SUBJ fields)
- Create the list of Pseudo Courses to create:
 - Define naming convention
 - Define initial list of courses that need to be created.
 - Define necessary CRSE field values:
 - Department, Subject, Locations
 - Course Number
 - Short Title, Long Title
 - Credit Type
 - Academic Level
 - Grade Scheme
 - Courses Levels (if necessary), Course Types (if necessary)
 - Units (Min/Max)
 - Define if COFF fields need to be populated or cleared.
 - Define necessary CRES – Course Restrictions field values.
 - Define necessary CFIN – Course Financial Information field values.
 - Confirm default CRSB – Course Billing Information fields is ok.
 - Define necessary ACOI – Additional Course information field values.
- Questions to Answer:
 - How does Financial Aid uses the Transfer Work and specifically the Pseudo Courses transferred in?
 - What existing transfer work do we have in the system?
 - How easy is it to clear out existing transfer work, so we can start fresh?
 - Should all transfer work be prevented from reporting to state?

Previous DAWG Meeting Notes

- **Document Workflow**
 - Direction for creating pseudo Div., Dept., Subject & Courses
 - Both colleges would use the same pseudo items and will **NOT** create separate pseudo items per college:
 - Same Division
 - Same Department
 - Same Subjects
 - Same Courses
 - Build an initial set of pseudo Subjects & Courses (**Initially**)
 - Instruction will allow Ben Mudgett, and potentially 1 person at SBVC to build the initial pseudo items.
 - A follow-up between Instruction and Admissions on working out overtime resources.
 - Build additional courses as needed under the pseudo subjects. (**On-Going / 1-on-1**)
 - Ask Instruction with a 2 day turn-around.
 - Allow DCS to create the course, when Instruction is unable to.
- **Define Naming Conventions**
 - Previously Approved by DAWG, 10/17/12 and already built.

Subject:

- **Code:** OTCC
- **Title:** Other College Credits

Divisions:

- **Code:** VOTCC
- **Title:** Valley Other College Credits
- **Code:** COTCC
- **Title:** Crafton Other College Credits

Department:

- **Code:** VOTCC
- **Title:** Valley Other College Credits

- **Code:** COTCC
- **Title:** Crafton Other College Credits

Credit Type:

- **Code:** OTCC
- **Title:** Other College Credits

• **Pseudo Course Examples**

- GE
 - Years 2003-2007
 - CHC-GE/A03 (GE = General Education, Start Year = 03, A = Breath Area)
 - CHC-GE/B03
 - Years 2007 – Present
 - CHC-GE/A07 (GE = General Education, Start Year = 07, A = Breath Area)
 - CHC-GE/CI07 (GE = General Education, Start Year = 07, C = Breath Area, I = Section I)
- CSU
 - CSU-GE/A1
- IGETC/CSU
 - IGETC-GE/1A (GE = General Education, No Start Year, 1 = Breath Area, A = Section)
- IGETC/UC
 - Same as IGETC/CSU, but “IGETC-GE/6”