

## Brady, Cory M.

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**From:** Brady, Cory M.  
**Sent:** Wednesday, May 27, 2015 11:42 AM  
**To:** District Applications WorkGroup; DAWG.Faculty  
**Cc:** DCS Admin Group  
**Subject:** REMINDER: District Applications WorkGroup (DAWG): Agenda for 05/27/2015 (Working Session)  
**Attachments:** Committee Evaluation Form.pdf

Team,

Here is a reminder and the 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** – 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
05/20/2015	2:00 PM	4:30 PM	Business Session
05/27/2015	2:00 PM	4:30 PM	Working Session
06/03/2015	2:00 PM	4:30 PM	Business Session
06/10/2015	2:00 PM	4:30 PM	Working 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: **422558**
- > 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: **422558**

**Meeting Participants:**

- District
  -
- SBVC
  -
- CHC
  -

**Meeting Agenda (05/27/2015):**

- **Follow-Up:** Degree Audit – Transfer Work “Pseudo Courses Creation Processes”

**Sub-Workgroup Meeting: TBD**

**Sub-Workgroup Participants:**

- **Instruction:**
  - SBVC: Corrina Baber
  - CHC: Kristina Ann Heilgeist
- **Admissions and Records:**
  - SBVC: Linda Molina, Steven Silva, Julia Ulloa, Sophin Im, April Dale Carter
  - CHC: Ben Mudgett, Larry Aycock
- **Counseling:**
  - SBVC: Marco Cota
  - CHC: Kirsten Colvey
- **Financial Aid:**
  - Amber Gallagher
- **DCS:**
  - Cory Brady, DyAnn Walter

- **New Discussions**

- **Discussion:** CCCApply - Adding Primary Language and Transgender, sexual orientation questions to application.  
**Sponsors:** Keith Wurtz
- **Follow-Up:** Academic Program - Requiring a student to have only 1 active academic program (per college).  
**Sponsors:** Amber Gallagher

**Last Meeting Notes (05/13/2015):**

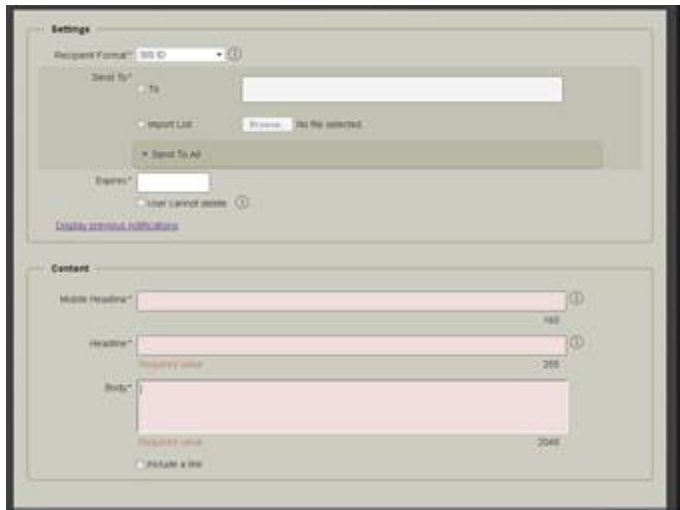
- Based on recent audit findings students receiving Financial Aid don't have valid academic programs of study. The reason for this is that student have multiple academic programs, including the use of Undeclared/Undecided programs.
  - We have students who are requesting to graduate with multiple programs
  - But we also have students who have multiple programs that are old and not the ones they are currently working toward.
- **Recommendations from the Auditors:** Have only one active program per college.
- Discussion point out that any action on requiring 1 academic program will require academic senate's to take action on the recommendation at each college.
- Further discussion is necessary to define how we would clean and resolve the issue of having academic programs deactivated so only the academic programs being worked toward are active for current students.
  - A automated process would need to be created to deactivate academic programs identified for historical clean up.
  - A internal process will need to be developed to require a student to specify which academic programs they are working toward, so other academic programs can be deactivated to keep it clean moving forward.
  - **Suggestion:** Make it a requirement during registration that a student reviews their current active programs, and indicates which ones they are currently working toward.
    - **Note:** This would be required for all registration, not just priority registration.
- **Discussion:** Workgroup/Committee Self-Evaluation Form  
**Sponsors:** Cory Brady

- **General Discussion**

- **Follow-Up:** Mobile Application – Defining procedures for sending mobile notifications.  
**Sponsors:** Cory Brady, TESS Executive Committee

**Last Meeting Notes (05/13/2015):**

- **Question:** For non-emergency notifications (events, etc.) would we use the mobile notifications?
  - Class Cancellation is a common notice.
  - Events
- **Question:** For emergency notifications, why use mobile notifications when we already use Blackboard Connect to send them out.
- **Suggestion:** Include marketing in the discussion.
- **Items to Define:**
  - What Notifications will not be allowed to be sent?
    - **Examples:**
      - Emergency notices
      - Events
  - What Notifications will be allowed to be sent?
    - **Examples:**
      - Course cancellations
      - Add Courses
  - Who will be allowed to send each of the notifications?



- **Follow-Up:** AB13 – Non-Resident Veterans  
**Sponsors:** Larry Aycock, Joe Cabrales

**Last Meeting Notes (05/13/2015):**

- Effective for “Terms starting after July 1, 2015”
  - Is requiring that AP5020 be revised to include AB13 to be in compliance.
    - Meeting has been scheduled for May 19<sup>th</sup> from 2-3pm regarding AB13.
  - Is requiring that verbiage be added to the catalog that mentions that the college is ‘VACA Compliant’.
  - **Implementation Ideas:**
    - Use the existing Veteran Types for chapters, specify which types are considered AB13 (via action code). Then alter the existing enrollment fee rules to exempt non-resident fees when student has specific veteran types.
      - Should only be two Veteran Types that qualify.
  - Ticket will need to be submitted and rules completed by Fall 2015 registration (July 6).
  - Request follow-up on next DAWG meeting’s agenda.
- **Follow-Up:** Ticket# 8146-78682: Modifying the Signature section to Degree Audit Evaluation  
**Sponsors:** Dianna Jones
    - **Requested Change:** Change ‘Evaluator Signature’ to ‘Counselor Signature’

**Latest Meeting Notes (05/13/2015):**

- DACP was configured to display the signature paragraph for all programs. It can be re-configured to print different paragraphs per college, and even per program if necessary.
- **Suggestion:** Change the rules on DACP to separate per college, and then have SBVC paragraph updated to show Counselor signature, and CHC paragraph to have the original Evaluator signature.
- **Follow-Up:** OpenCCCAppl – Items necessary to consider removing undeclared and undecided:  
**Sponsors:** Amber Gallagher, Cory Brady

**Last Meeting Notes (05/13/2015):**

- Was presented to the college committees, but there was resistance in removing undeclared and undecided as options in the “online application”.

- **Project Discussions**

- **Special Project:** Colleague UI: Grey Screen Conversions
  - **Discussion:** Security Clean up to work with Web UI
    - **Necessary Feedback**
      - **Question:** Who should provide feedback before implementing new module?
      - **Question:** Should a survey be sent to colleague users and/or department managers?
    - **Discussion:** Review latest design suggestion.

- **Vendor Project:** Financial Aid Audit and Annual Setup

**Last Meeting Notes (05/13/2015):**

- Annual Setup for 15-16 has been completed.
  - CHC started processing ISIRs on April 27, 2015
  - SBVC started processing ISIRs on May 1, 2015.
- Outstanding Tasks
  - MIS Financial Aid Audit
  - Implementation of Self Service: Financial Aid Module.

- **Special Project:** WebAdvisor Surveys

- **Next Meetings:**

- **Next** “Business Session” **Scheduled for** Wednesday, June 3, 2015 **from** 2:00 PM to 4:30 PM.
- **Next** “Working Session” **Scheduled for** Wednesday, June 10, 2015 **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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