Brady, Cory M.

From:	Brady, Cory M.
Sent:	Wednesday, June 3, 2015 11:06 AM
To:	District Applications WorkGroup; DAWG.Faculty
Cc:	DCS Admin Group
Subject:	REMINDER: District Applications WorkGroup (DAWG): Agenda for 06/03/2015 (Business Session)

Team,

Here is the **tentative** agenda for today's DAWG meeting. Please send me 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
06/03/2015	*3:00 PM*	*5:30 PM*	Business Session (Summer Schedule)
06/10/2015	*3:00 PM*	*5:30 PM*	Working Session (Summer Schedule)
06/17/2015	*3:00 PM*	*5:30 PM*	Business Session (Summer Schedule)
06/24/2015	*3:00 PM*	*5:30 PM*	Working Session (Summer Schedule)

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:

- District
  -

- SBVC
  -

- CHC
  -

Meeting Agenda (06/03/2015):

- **Informational:** Degree Audit – Transfer Work "Pseudo Courses Creation Processes"
  Sub-Workgroup Meeting:
  - Schedule 2 hours before DAWG meeting.
  - Next Meeting, June 10th 1:00 PM – 3:00 PM.

  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, Carol Hannon

  Testing of "XFSTC – Fix Student Academic Records" Participants:
 **Meeting scheduled:** TBD
  - **DCS:**
    - Cory Brady, Robert Scudder / DyAnn Walter, Carol Hannon

  - **Research:**
    - SBVC: James Smith / Christie Gabriel
    - CHC: Keith Wurtz, Ben Gamboa

  - **Evaluators:**
    - SBVC: Linda Molina, Steven Silva, Julie Ulloa
    - CHC: Ben Mudgett, Larry Aycock

  - **Counseling:**
    - SBVC Counselor (See if Marco is interested)
    - CHC Counselor (See Kirsten when scheduled, Robert McAtee)

  - **Instruction:**
    - Kristina Ann Heilgeist
    - SBVC Instruction (See if interested)

- **Scheduled Discussions**

  - **Discussion:** Workgroup/Committee – End of Year Closing / Self-Evaluation Form
    Sponsors: Cory Brady, Dianna Jones
    For Agenda: 06/24/2015

    Topic Items:
    - **Review of Workgroup Membership**
      - DAWG Members Distribution List
      - DAWG Faculty Distribution List

- DAWG Team Distribution List

- **Attendee's to fill out DAWG Self-Evaluation Form**

- **Transfer of Workgroup Chair**
  - **From:** Cory Brady
  - **To:** Dianna Jones

- **New Discussions**

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- **General Discussion**

  - **Follow-Up:** Academic Program - Requiring a student to have only 1 active academic program (per college).
    Sponsors: Amber Gallagher

    Last Meeting Notes (05/27/2015):
    - Academic Senate Responses:
      - After bringing the question to SBVC Academic Senate, they responded it was not a '10+1' issue.
      - The question still needs to be asked to CHC Academic Senate for them to respond with their answer.
        - Suggested that the response from SBVC Academic Senate be provided to CHC Academic Senate.
        - Joe Cabrales will work on taking it to CHC's Academic Senate.

    - Question: What other colleges enforce only 1 academic program?
      - Copper Mountain College
      - Chaffey College
      - San Jacinto College

  - **Follow-Up:** Removing 'Undeclared' and 'Undecided' from the Online Application only.
    Sponsors: Amber Gallagher

    Last Meeting Notes (05/27/2015):
    - CHC is still taking it to the appropriate groups for approval (SEEMS, Counseling, Academic Senate, etc.)
    - SBVC has taken it to their groups, and have received the approval. They can move forward.
    - **Question:**
      - For student who are taking a small amount of courses for 'personal enrichment' and don't need Financial Aid, would choose what without the undeclared/undecided?

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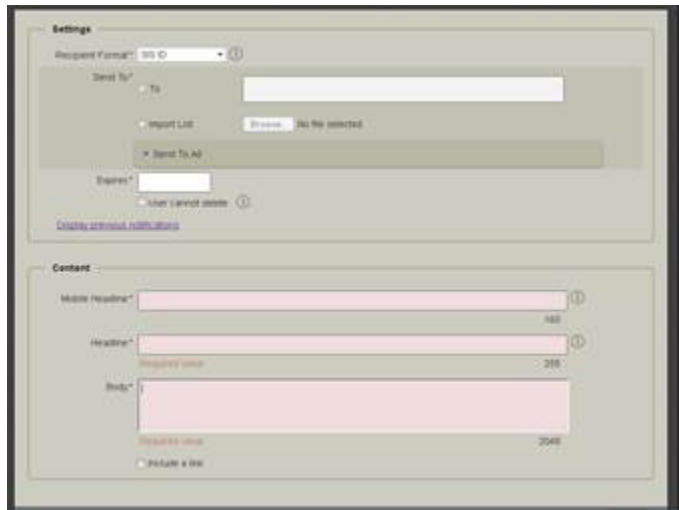
- **Follow-Up:** AB13 – Non-Resident Veterans
  Sponsors: Larry Aycock, Joe Cabrales

  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 incompliance.
    - Meeting has been scheduled for May 19th 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.

- **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:** Automated DREG for not meeting perquisites (XPRR, RQMM)

- **Special Project:** WebAdvisor Surveys

- **Next Meetings:**

  - **Next** "Business Session" **Scheduled for** Wednesday, June 17, 2015 **from** 3:00 PM to 5:30 PM.
  - **Next** "Working Session" **Scheduled for** Wednesday, June 10, 2015 **from** 3:00 PM to 5:30 PM.

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