The July 8, 2015 DAWG meeting began at 3:00 pm in the Annex Training Room with the following discussions and individuals in attendance (\* = *via CCC Confer*):

**Present:** *Michael Aquino, Larry Aycock, \*Corrina Baber, Joe Cabrales, Andy Chang,*

*\*April Dale-Carter, Amber Gallagher, Cyndi Gunderson, Ben Mudgett, Robert Scudder,*

*\*Steven Silva, \*James Smith, DyAnn Walter, Rebecca Warren-Marlatt, and Dianna Jones*

**I. EPI Steering Committee**

 Ben Mudgett provided an update on the EPI Project:

a. The State Contract is currently being routed through for signatures.

1. Project Timeline – EPI Kick-off date is scheduled for July 22nd, 2015 from 8:30am to 12:30pm in ATTC-120. The room can accommodate up to 50 people. EPI is sending 5 people. Ben Mudgett stated that EPI has requested to come to our In-Service (Aug. 17th); and they plan to bring swag and t-shirts as a way of promoting the project.

Andy Chang asked about the status of the MOU and reminded the committee that the MOU must go to the Board for approval prior to starting any implementation tasks. Ben Mudgett stated that EPI is aware that Board approval is required and that he would reiterate that to Robyn.

Joe Cabrales advised Ben to let Robyn know that the kick-off will not be limited to just the implementation team or the steering committee, but will be “open” to all interested staff. Ben stated that the contract is expected to be signed prior to the kick-off event so any information disseminated during the kick-off would be transparent.

1. EPI Discovery Worksheet – Ben Mudgett stated that our completed worksheet was accepted by the EPI Group. EPI has requested a listing of all active academic program and/or major requirements.

**II. Academic Program – Allow only 1 active Program, per College** *(Amber Gallagher)*

Joe Cabrales advised that the CHC Academic Senate has not yet responded to this proposal. Amber Gallagher asked Joe Cabrales why this request has to go to the CHC Academic Senate when it only required approval by SBVC Academic Senate president. Rebecca Warren-Marlatt stated that this is definitely something that we need to run by the Academic Senate to ensure that we maintain transparency with our processes. Larry Aycock advised that the Academic Senate won’t be back in session until Sept/Oct timeframe, at which time, we would need to get this issue on the Senate Agenda for discussion and/or approval.

Joe Cabrales stated that he would follow-up with Denise on this issue. Joe also suggested that Amber Gallagher speak with Marco Cota regarding SBVC “approval” of this request, since at the 7/1/2015 meeting, Marco Cota and Ailsa Aguilar-Kitibutr expressed concerns about how/who approved this at Valley.

1. **Remove “Undeclared” and “Undecided” from Online Application only** *(Amber Gallagher)*

Joe Cabrales advised that the CHC Academic Senate has not yet responded to this proposal. He also stated that this can be a local decision based on each college’s workflow process.

Larry Aycock reiterated that the online application process allows each college to modify their list of eligible/available academic program majors from which a student can select. Larry Aycock stated that if SBVC decision-makers have given their approval, April Dale-Carter can go ahead and remove ‘undeclared/undecided’.

1. Mobile Application – Define procedures for sending mobile notifications *(TESS Executive)*

There was a brief discussion on the status of this Agenda item. The committee was advised that Donna Hoffman suggested that we table this issue until the new Marketing Director comes on board, July 27, 2015.

Andy Chang asked that we note, in the minutes, the concerns that Donna Hoffman has regarding Mapping (needs to be updated) and the Buildings Page (wants ‘pictures’ of the Buildings). Larry Aycock stated that these are Google and/or Apple issues over which we have no control. For mapping, Andy Chang stated that with Google we can send blueprints and request to have the mapping updated, but there is no such mechanism to request mapping updates from Apple. Andy Chang suggested that it would be best to wait until construction is complete before requesting any updates to the mapping. Rebecca Warren-Marlatt and Larry Aycock agreed with this suggestion.

This mobile application ‘notifications’ discussion will be tabled until the new Marketing Director is on board.

1. Financial Aid Audit and Annual Setup Status *(Vendor Project/Cory Brady)*

Cory Brady was not present. Amber Gallagher stated that Cory Brady has opened a Service Ticket with Ellucian to help identify the problem and provide a resolution; however, to her knowledge, there has been no response from Ellucian.

1. Colleague UI: Grey Screen Conversions Status *(Special Project/Cory Brady)*

Web UI – Kirsten Colvey was not present - No discussion on this issue

Data Clean-up Project Request – Cory Brady was not present. No discussion on this item.

1. DREG Automation for “prerequisite not met” – XPRR, RQMM Status *(Special Project/ Cory Brady)*

Cory Brady was not present. No discussion on this item.

1. DAWG-PUP Meetings Status

⦁ Degree Audit - Ben Mudgett gave an update on the status of this PUP committee. At the 7/8/2015 meeting the committee completed the pseudo course worksheet defining GE Breadth Areas course naming convention for Crafton, Valley, and CSU/IGETC which is used by both colleges. (see attached pseudo-courses worksheet)

Ben Mudgett brought up the Degree Audit Data Clean-up necessary for GPA and Cumulative calculations data to be correct. Ben stated that the Transcript is correct, but that the data behind it is skewed. Amber Gallagher added that the XFSTC is the process created by Cory Brady that can be used to identify/correct these problems; and that, to the best of her knowledge, the problems are conversion-related.

Ben Mudgett stated that about a year ago there were DAWG-PUP members identified to test XFSTC and validate its processing, however, it’s been so long ago that we need to re-visit and review this process and test plan.

Miscellaneous

 ⦁Auditing - Joe Cabrales asked if Valley has had any decision on “auditing”. Larry stated that he had agreed to submit the Project Request, and had submitted questions to the Academic Senate which has not yet provided answers to those questions.

The meeting adjourned at 4:00pm.

The next regularly scheduled DAWG Committee meeting is scheduled for Wednesday, July 15th, 2015 at 3:00pm at the District Annex in the TESS Training Room.