The August 5, 2015 DAWG meeting began at 2:00 pm in the Annex Training Room with the following discussions and individuals in attendance (\* = *via CCC Confer*):

**Present:** *Michael Aquino, Larry Aycock, \*Corrina Baber, \*Veada Benjamin, Cory Brady,*

*Andy Chang, Cyndi Gundersen, Kristina Heilgeist, Robert McAtee, \*Ben Mudgett, \*Steven Silva, \*Kristi Simonson, \*James Smith, DyAnn Walter, and Dianna Jones*

**I. EPI Steering Committee**

a. Reviewed the EPI Subcontract Agreement (Exhibit E) provided by Hobsons. Ben Mudgett clarified that Hobsons will build a total of 150 programs for us, and reminded us that once the documents are signed, Hobsons gets paid immediately. Ben stated that the MOU is still pending. The following concerns were raised:

Data Import/Integration (Page E-15) - Michael Aquino stated that the delta (adds/changes only) import and the 1GB per month import limitation would create a problem with Colleague processing. Andy Chang further addressed this concern and asked that Ben take this issue to the Statewide Steering Committee. Ben asked IT to articulate this concern in an email to him and he will take it to Hobsons. Cory Brady asked Ben if the contract language addresses whether there would be additional costs if the Colleges exceed the 1GB per month.

Cory Brady asked how problems/issues with the Hobsons product will be handled – who will troubleshoot, Hobsons Help Desk or SBCCD IT?

Ben stated that a Statewide Steering committee meeting is scheduled for tomorrow, 8/6/2015, from 10:15am to 12:00pm, at which time our concerns can be brought forward. Ben also stated that he would send out this Agenda to DAWG Level 1 Team members who are welcome to participate. During the DAWG meeting, Ben confirmed that the Hobsons team stated that they will remain on the conference call, after the scheduled meeting, to address our concerns.

1. MOU – Ben stated that the MOU is still pending. The committee was reminded that we will need to review the MOU along with the IPAs prior to signing or moving them forward for Board Approval.

**II. DAWG-PUP Pseudo Courses – Testing** *(April Dale-Carter)*

April Dale-Carter had asked that this item be added to the Agenda because her staff had questions regarding entering the pseudo-course data. Ben Mudgett stated that due to his conference attendance last week, he was unable to prepare for training the SBVC Evaluators on entering transfer work. Ben asked that April ensure that SBVC evaluators are present for next week’s DAWG-PUP meeting so that they can be trained on entering the pseudo-course data.

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

Cory Brady stated that SAP is, technically, done with some sporadic minor fixes; the Self-Service module setup has been completed with full roll-out to occur sometime in September 2015. Cory stated that the Financial Aid MIS processing that is ‘hanging up’ is yet to be resolved. Ellucian does not have a fix for this issue so we must create a program to remove the ‘blank’ CS records for 2012. At this point, we are not sure if the problem goes beyond the 2012 year. Dianna Jones advised that the MIS Financial Aid reporting for 2014 is due October 1st, 2015; and that Carol Hannon would be advised to run the Financial Aid MIS process early to ensure that the process will not bomb.

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

The conversion of grey screens is still in progress.

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

This project has been re-assigned to another programmer who is currently conducting research.

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

On Hold until mid-September 2015

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

On Hold until Paul Bratulin, SBVC Marketing Director, is brought up to speed on the request.

Miscellaneous

Larry Aycock opened the following two topics for discussion:

1. WebAdvisor – Payment Due Date. Larry stated that he received call from student who registered on 08/05/2015, but the ‘Due Date’ (next to payment amount) displayed as 08/23/2015. This is conflicting for students and needs to be resolved. Veada Benjamin stated that she has also received calls from students regarding this ‘due date’ which does not reflect the registration payment policy of same-day payment. Cory Brady stated that the customization for self-service may be the cause for this discrepancy.
2. Demographic Application. Cyndi Gundersen asked about the status of Keith Wurtz’s request for a demographic application with supplemental questions. Larry Aycock stated that he recalls the discussion and it was determined that Keith would get this additional demographic information from the Open CCC-Apply Report Center used by Researchers.
3. Student Planner. Robert McAtee asked if the Subject selection could be put in alpha-order for ease of counselor selection and use. Andy Chang stated that this has been submitted to Ellucian as a Change Request, but to date, Ellucian has taken no action on the request.

The meeting adjourned at 2:55pm.

The next regularly scheduled DAWG Committee meeting is scheduled for Wednesday, August 12th, 2015 at 2:00pm at the District Annex in the TESS Training Room.