The December 16, 2015 DAWG meeting began at 3:05 pm in the Annex Training Room with the following discussions and individuals in attendance (\* = *via CCC Confer*):

**Present:** *Dawn Adler, Michael Aquino, Larry Aycock, \*Veada Benjamin, Joyce Bond,*

*Cory Brady, \*Jason Brady, Joe Cabrales, \*Yancie Carter, Andy Chang, Kirsten Colvey,*

*April Dale-Carter, Cyndi Gundersen, Kristina Heilgeist, Robert McAtee, Robert Scudder,*

*\*Steven Silva, \*James Smith, Giovanni Sosa, Michelle Tinoco, Yvette Tram, and Dianna Jones*

 **I. EPI Steering Committee** *(Robert McAtee/Ailsa Aguilar-Kitibutr/Andy Chang)*

The committee discussed the upcoming Hobsons Technical Kickoff scheduled for Thursday, December 17th where there will be a portal demonstration prior to the technical discussions. Larry Aycock stated that at the last CACCRAO meeting he attended there was discussion regarding some institutions having *lots of problems with the ‘Portal’*. Andy Chang advised the committee that Hobsons has a Professional Services Unit, and that he will explore the possibility of contracting with them to write the integration extract for us.

Robert McAtee stated that he would follow-up on the status of the MOU contract, in regards to when it will go to Board.

**II. DREG Automation via RGVE** (Joyce Bond)

Joyce Bond provided a status on the programming of the automated drop process and the inclusion of XOBN testing. Currently the requisite drops are identified in separate saved lists for Prerequisite, Corequisite, and Both (Prereq/Coreq). An asterisk (\*) identifies a requisite drop that is unable to be programmatically determined. It is anticipated that the automated requisite drop programming will be ready for the Summer 2016 registration.

**III. Drop Codes after attendance/drop for nonpayment** (Amber Gallagher/April Dale-Carter/Larry Aycock))

The committee discussed the proposed new codes and the impact to the XWDR report used by Financial Aid. Existing code is ‘NP’ for nonpayment drop before 1st day of class. It has been proposed to create an ‘NA’ code for nonpayment drop on or after the 1st day of class. Since we do not ‘take attendance’, the drop dates are only a ‘guestimate’. *April Dale-Carter stated that she would submit a Help Desk ticket for this request.*

**IV. Stacked Courses** (April Dale-Carter/Dawn Adler)

Instructor Dawn Adler discussed with the committee her concerns with ABC-patterned Kinesiology (PE) courses displaying open seats when, in fact, the capacity has been reached. Dawn Adler stated that these classes meet at the same time in the same room, but each section (i.e. KINF-105A, KINF-105B, KINF-105C) is coded with a capacity of 30, when the overall capacity for all 3 sections should be ‘30’. Dawn stated that she has to manually determine the number of open seats by visually viewing and comparing section enrollments.

It was determined that a Help Desk Ticket would be submitted to modify the Informer Report to combine the ABC-patterned course sections for display on the report. *April Dale-Carter stated that she would submit a Help Desk ticket for this request.*

**V. Open CCC Apply options for “How did you learn about**…**”** HDO Ticket # 90960(Yvette Tram)

Yvette Tram discussed with the committee the request to modify the existing selection options. Giovanni Sosa advised that we need to add some new options to the list. It was determined that new options could be added per the ticket request.

**VI. Posting Military Credit -** HDO Ticket # 90888(Yvette Tram)

There was a brief discussion on the need to review the process to post military credit. Larry Aycock stated that the current method has a negative impact on students GPA. Cory Brady stated that the issue was with the processing of Pass/No Pass grades which need to be examined. It was determined that the Pass/No Pass process would be validated per the ticket request.

Due to time constraints, viewing the College Scheduler demo will be tabled until our next meeting.

**Miscellaneous**

1. Joe Cabralesstated that Donna Hoffmann has requested access to our LMS which is managed by Trelisa Glazatov, and to advise Donna to contact Trelisa.
2. Cory Brady stated that the Help Desk tickets to fix BOGW have been included with the Financial Aid clean-up project.

**DAWG “Parking Lot”🚘:**

**⦁ Colleague UI Grey Screen Conversions –** *(Michael Aquino)*

⦁ Financial Aid Processing 2012 blank ‘CS’ records – in progress *(Cory Brady)*

**⦁ Course Auditing – pending Academic Senate responses** *(April Dale-Carter)*

⦁ DAWG PUP Degree Audit – pending hands-on review of Hobsons product

**⦁ Registration Rules Update – pending HDO Ticket request** *(Kirsten Colvey)*

The meeting adjourned at 4:30pm.

The next regularly scheduled DAWG Committee meeting is scheduled for Wednesday, January 13th, 2016 at 2:00pm at the District Annex in the TESS Training Room.