The April 27, 2016 DAWG meeting began at 2:00pm in the Annex Training Room with the following discussions and individuals in attendance (\* = *via CCC Confer*):

**PRESENT:**

***Valley:***  \**Corrina Baber, \*Veada Benjamin, \*Yancie Carter, \*April Dale-Carter, \*Amber Gallagher*

***Crafton:*** *Larry Aycock, Joe Cabrales, Cyndi Gundersen, Kristina Heilgeist*

***District:***  *Michael Aquino*, *\*Jason Brady, Andy Chang,* *Joanna Crisostomo,\*Arlene McGowan,*

*DyAnn Walter, Keith Wurtz, and Dianna Jones*

**I. Committee Self-Evaluation Survey**

An email request was sent to the committee members on 4/26/2016 requesting completion of the Committee Self-Evaluation Survey via a link to an online survey or an attached paper copy. Committee members were asked to complete the survey if they had not already done so. Those in attendance stated that they had either already completed it online or would be doing it online.

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

Program Requirements - Since this is related to EPI, there was a request to add the discussion topic of “*Potential implications or benefits of maintaining Program Requirements in EPI only, not in Colleague*”. Kristina Heilgeist stated that what we know to date about the Hobsons product, we would have to do double-entry of the Program Requirements data --- entering data

in Hobsons and in Colleague. Therefore, they wanted to know what Colleague systems and/or processes use the *program requirements* data. The committee decided that we need to get input from all areas, so this topic will remain on the DAWG Agenda for the next couple of meetings.

DyAnn Walter stated that the program requirements are used by Degree Audit and are required if EVAL is to be functional. Amber Gallagher stated that program sub-requirements (courses) has no negative implications to Financial Aid compliance. Dianna Jones stated that Gainful Employment reporting uses the courses defined within the program sub-requirements to derive the values for *GE* *Program Attendance Begin Date* as well as *Program Attendance Begin Date for This Award Year*. Andy Chang stated that Colleague should be the official system of record for all of our student information, and that we should not have data residing in multiple systems. Keith Wurtz agreed that the data should be maintained in our Administrative System, and that an upload to Hobsons is the preferred method, rather than manual entry into both systems which increases the likelihood of data entry errors. Michael Aquino reminded the committee that it was revealed earlier that Hobsons does not have a method for two-way data integration therefore data entered into Hobsons only could not be imported back into Colleague.

In relation to GE reporting, Dianna Jones reminded the committee that the Gainful Employment reporting for 2014-15 is due October 1st, 2016. The GEPI screen needs to be updated for the 2014-2015 and can be updated for 15/16 and 16/17 academic years as well. The committee was also reminded of the DFAP screen needs to be updated with the Published Program Weeks, otherwise PROG screen “Months to Complete” is used.

**III. Undeclared/Undecided Major – Remove or End Date program** (Kirsten Colvey)

Amber Gallagher stated that she has no objections to end-date a student’s undeclared/undecided major ONLY IF the student has an active, declared major. Dianna Jones stated that she is still working on creating a list or report of current students with an undeclared major as well as a declared major for their review.

**Miscellaneous:**

⦁ **Upcoming Patch Cycle** - Andy Chang advised the committee that Admin Apps has a Patch Cycle coming up in June, and Ellucian will be performing the patch installs as part of Managed Services agreement. End-User Testing is scheduled for June 13th – 15th, 2016. Larry Aycock suggested that users come to the Annex, away from their desks, to do the patch testing. Andy stated that the logistics of scheduling multiple college/departmental end-users at Annex is difficult, but that the end-users are welcome to come and use available Annex resources.

**DAWG “Parking Lot”🚘:**

⦁ Drop “Reason” Codes – awaiting input from Enrollment Management committee (Joe Cabrales)

⦁ Posting Military Credit – ***Pending research***, then bring back to DAWG. HDO Ticket #90888

⦁ Course Auditing – Pending TESS Executive prioritization next (April Dale-Carter/Larry Aycock)

⦁ Registration Rules Update – implementation targeted for Fall 2016. Need to submit HDO Ticket. (Kirsten Colvey)

⦁ VETS/MILS screens – ***further research***/pending comparison to MINF/XMINF (Robert Scudder)

⦁ Student Group/Organization Transcript Notations – ***pending feasibility*** study - ***HDO Ticket #95510*** (Yvette Tram)

⦁ Automatic rebill of BOGs – Assigned to Programmer for Research (Amber Gallagher/John Muskavitch)

The meeting adjourned at 2:50pm.

The next regularly scheduled DAWG Committee meeting is scheduled for Wednesday, May 4th, 2016 at 2:00pm at the District Annex in the TESS Training Room.