The September 7, 2016 DAWG meeting was held in the Annex Training Room with the following discussions and individuals in attendance (\* = *via CCC Confer*):

***Attendance:***

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| --- | --- |
| Crafton | Joe Cabrales, Kirsten Colvey, Kristina Heilgeist, Larry Aycock, \*Robert McAtee |
| Valley | \*April Dale-Carter, \*Corrina Baber, \*Marco Cota, \*Steven Silva, \*Veada Benjamin, \*Yancie Carter |
| Annex | Andy Chang, Cyndi Gundersen, \*Dianna Jones, DyAnn Walter, \*Jason Brady, Joanna Crisostomo, Joyce Bond, \*Michael Aquino, \*Robert (Brock) Scudder |

***EPI Steering Committee*** - *Robert McAtee, Dr. Ailsa Aguilar-Kitibutr, Andy Chang*

* Michael Aquino said that they are waiting for a Time Line for signing off ‘Starfish Early Alert’.
* Ferilli is now pulling data to match their criteria from Production.
* Discussion with Robert McAtee
* Starfish Early Alert
* Discussing how ‘Athletes/Coaches’ should be handled in Starfish.
* Creating Test Case Scenarios to test functionality.
* Need to lock down the selection.
* Need to have function users validate the data.
* Need Training from Ferrilli.
* Want to set a ‘Hard Deadline’ for Ferrilli.

***Replacing Colleague*** *– Joe Cabrales/Kirsten Colvey/Andy Chang*

* Several Faculty Member want to be cohorts and test the current version of WebAdvisor.
* Problems with WebAdvisor.
* Speed
* Ease of navigation
* Does not handle ‘single sign-on’
* Ellucian has a version that uses portal, but still uses WebAdvisor in the background.
* Portal allows sign-on access.

***Informer Access*** – *Andy Chang*

* *Problem:* Informer Reports, with ‘Shared Access to Public’, were accessible outside the District.
* *Solution:* Andy Chang made the following Informer Access changes.
* Set-up Groups. Only those Groups are allowed access to Informer.
* Users must have an ADA Account to run Informer.
* *Action item: If you have employees that need access to Informer, email those names to Andy.*

***Session Time-outs*** – *Andy Chang*

* *Problem:* Inactive users remain logged-in to their Colleague Sessions.
* *Solution:* The system will log out users after *4 hours of inactivity* (production only).

***SARS Anywhere*** (Cloud Platform) *– Kirsten Colvey*

* Crafton will be using Cranium Café.
* Crafton would also like to use SARS Anywhere.
* Affects more than Counseling.
* Want to set-up a Demo in DAWG.
* Can use SSSP money to purchase and install.
* Cranium Café says that SARS is not necessary when using Cranium Café.
* *Concerns:*
* Cranium Café may not be able to do the following.

1. Scheduling - Manager to Employee
2. Manage - Manager to Employee

* Many departments depend on SARS.

***Email as Contact for SSSP in MIS*** – *Kirsten Colvey*

* Kirsten Colvey wants to use emails as a ‘Contact’ for SSSP.
* Use the student list from *regroup*. Create a save list.
* Send email as text. Refer to tutoring…*You are recommended to go to Tutoring*…
* Use 0 unit class to count hours in Tutoring Lab
* Add Follow-up Contact in SSSP
* Andy Chang said the email must be Faculty directed.
* Email: …*Go to tutoring…because you are deficient in…*
* Miscellaneous
* Faculty generated the email and sent it out.
* FTEs only collected if student uses the Tutoring Center.
* Current process…
* DSPS creates ‘Contacts’ in Colleague.
* Reason code creates a ‘Contact’ in CASM.
* Sending the email should create an entry in CASM.
* *Action Item: Kristen will check with Barbara to see if she knows a process that can be used to contact students.*

***Password Reset*** – *Andy Chang*

* Getting rid of WebAdvisor Password Reset
* Will start using a new Password Reset tool

***Remove Deadline for a Students to Pay for Registration*** – *Andy Chang*

* The Enrollment Management Committee will make a recommendation to District Assembly to remove any deadline for a student to pay for registration. If approved, students will no longer be subject to the same day drop rule.
* Larry Aycock said that if a student owes enrollment fees, *you can’t NOT drop the student*.
* Larry also said that if you wait until after the start of Term, *you will not be able to collect FTEs* on those students.
* Cost Benefit
* Spending money to chase FTEs when a student does not pay.
* Pay 3rd party vendor to collect from students.
* Remarks
* Look at Services (Financial Aid), not removing the deadline for paying for registration.
* Faculty like this method because the Roster is true enrollment.
* Students shop around. If they don’t have to pay, they are not committed to take the course.
* No incentive for the student to drop themselves.
* Whenever there is a change to ‘Payment’, complaints decrease with each successive Term.
* Owning money prevents students from getting Transcripts.
* Owning money prevents students from taking courses in the next Term.
* *Action Item: A&R will draft a statement to take to District Assembly.*

**DAWG “Parking Lot”** 🚘

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| --- | --- | --- |
| **Topic** | **Description** | **Sponsor** |
| **Recruitment** | Consider new approaches to recruiting. | Joe Cabrales/Rebecca Warren-Marlatt |
| **Registration Time Line** | Longer Open Registration Period  Explore registration time line options  Keith Wurtz researching feasibility | Joe Cabrales, Larry Aycock, Rebecca Warren-Marlatt |
| **Student Success selection for determining priority** | Evaluate criteria for Comprehensive Ed Plan: # Terms = 3 or more, # Units 15-30 | Kirsten Colvey |
| **Posting Military Credit** | Transcripts: Units Attempted/Units Completed - not posting correctly.  Pending Research. | HDO Ticket #90888 |
| **Registration Rules Update** | Implementation targeted for Spring 2017 - Undecided/Undeclared | Need 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 |

The next DAWG Committee Meeting is scheduled for Wednesday, Sept 21, 2016 (2:30 pm - 4:30 pm) in the District Annex in the TESS Training Room.