The September 21, 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, \*Veada Benjamin, \*Yancie Carter \*Ailsa Aguilar-Kitibutr |
| Annex | Andy Chang, Cyndi Gundersen, DyAnn Walter, Joanna Crisostomo, Joyce Bond, \*Michael Aquino, Robert (Brock) Scudder, \*Trelisa Glazatov |

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

* Robert McAtee brought up that there was a pilot colleges meeting in San Diego recently and a list of priorities was discussed. Items such as Assist integration, data import frequencies and other programming priorities were discussed and ranked. Robert has sent out the list of priorities to the DAWG group
* Ferrelli is asking for sign off on their work and functional users will review the data that is up in Hobson’s to confirm the correct data is being pulled in from Colleague
* Tentatively scheduling 11/18 as training for the Starfish Early Alert piece
* SBVC would like all alerts to be funneled through Yancie Carter and he will decide how to parse out the alert to counselors
* Non-counselors such as evaluators are being added to Starfish as counselors because they are marked so in Colleague to enable them to view student education plans. An alternative or workaround is being explored
* LMS Integration
	+ After much discussion it was decided that we will integrate Starfish/Hobsons with the Canvas product. Canvas is slated to start implementation in October 2016 with hopefully successful pilots and starting in Spring. If all goes well, the intent is to try to go live ASAP even possibly by Fall 2017. Key area managers will assist in ensuring that resources both monetary and people-wise be available to help expedite the smooth testing and launch of the OEI project as soon as possible.
	+ Will schedule a demo of the LMS integration module for Canvas at the next technical meeting on 10/4/16

**II. *Emergency Contact” link from WebAdvisor* –** Andy Chang

* **Andy showed the Emergency Contact Link in WebAdvisor**
	+ **Feedback from some faculty was that there were gross miss-spelling errors and that it was asking for health information with no message saying the information will be held confidential**
* **Feedback from the committee was this was initially put in place for students to be able to update their emergency contact information.**
* **Decision was to remove the links from the Employee, Faculty and Counselor menus but leave the link in the Student menu**
* **After some investigation, it was found the screen itself cannot be configured to just show certain parts. The initial thought was to remove the part that asked for the health information but that is not possible without customization.**

**III. *Automated Co/Pre Requisite Dropping*** – DyAnn Walter / Joyce Bond

* The programming is done for this. However because of the wide impact of this automated process, it was agreed upon between CHC and SBVC A&R with TESS to test this process during Fall 2016 and compare the results to what is expected. If everything is working as expected, then it will be launched in the Spring 2017 term

**IV. *Capital Outlay Fee* –** April Dale-Carter

* TESS has updated the rules in Colleague to reflect the board approved policy that any non-resident of California will be assessed the Capital Outlay Fee
* CHC and SBVC A&R expressed their stance that their interpretation of the Student Accounting manual says this fee should only apply to international/foreign students
* Jose Torres has said we will not re-bill students for the fall term that we have missed

**V. *Changes to the CCCApply Import Process* –** Larry Aycock

* **Larry had concerns that the new changes at OpenCCC would necessitate changes to our download/import process but after a review of the changes, it was determined that the changes will not affect us**
* **Also brought up that there are new fields included that we will need to look into incorporating into our import process once we start the Common Assessment Initiative project**

**VI. *Miscellaneous***

* Andy had forwarded an email from the CISO listserv to the DAWG committee regarding the postponement of the pilot of CAI. Due to this postponement and the unknown timeline, the CAI project will not be prioritized in the Fall Term but will be prioritized in the Spring term instead

***Next DAWG Meeting*:** Wednesday, Sept 28, 2016

* Send all DAWG Agenda Topics to Andy Chang.
* Joyce Bond will be back for the Oct 5th meeting.