The October 19, 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, Komal Bandyopadhyay, Kristi Simonson, Larry Aycock |
| Valley | \*April Dale-Carter, \*Corrina Baber, \*Steven Silva, \*Veada Benjamin, \*Yancie Carter |
| Annex | Andy Chang, Cyndi Gundersen, DyAnn Walter, \*Dr. Glen Kuck, \*Jason Brady, Joanna Crisostomo, Joyce Bond, \*Michael Aquino, Robert (Brock) Scudder |

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

* ***Signoff:***
* No signoff on the first portion of the Hobson/Ferilli project.
* Michael Aquino will follow-up with Robert McAtee.
* ***Concern:***
* Kristen Colvey created a new ‘Change Order’ request to add 150 hours to the project.
* She is not sure if that would be enough hours. Degree Planner needs to be included in the ‘Change Order’ request…along with the additional changes to correct the existing problems.
* Andy Chang suggested the hours be doubled. Degree Planner would be included, with a stipulation that the hours do not exceed 300 hours.

**II. Pulling Fees from Financial Aid** – April Dale-Carter / Larry Aycock

* Larry Aycock spoke about his previous experiences with PEL and BOG.
* Once BOG paid the enrollment fees, additional fees would be paid by the PEL Grant.
* *Downside:* The student received the remaining PEL amount about 10-days later.

Currently the student receives PEL Funds during the 1st week of school.

* *Upside:* The student would not be dropped for not being able to pay fees.
* Larry wanted to know if it is feasible to go back to that kind of system.
* Recommended by the *Valley Enrollment Management Committee* and some Crafton Committees.
* ***Questions:***

1. Are there any cost factors involved?
2. Could be a timing issue depending on when PEL Funds are dispersed.

**III. Registration Rules – Undecided/Undeclared** – Kirsten Colvey

* **Need a Savelist to input into Informer**
* **Run before Spring 2017 Registration (Nov 28th)**
* **Dianna Jones will give a status update.**

**III. What is involved with setting up SARS Anywhere** – Kirsten Colvey

* SARS Anywhere is a web-based, direct replacement for SARS Grid (Desktop version).
* Since the front-end application for both applications are the same, both Valley and Crafton would need to use SARS Anywhere or SARS Grid. The web and desktop versions cannot run at the same time.
* Installation takes 4 Hours. The SARS technician would come here. That person will need Admin access. The SARS technician does everything.
* The Username is Client Based 🡪 Therefore it will not need to be changed.
* On GOLIVE Day, it will take 1½ hours to complete the installation. Users will not be allowed access to the system. SARS Grid will need to be turned off.
* The SARS Technician can create a Test database for Training or have 2nd instance of SARS Anywhere. If a 2nd instance of SARS Anywhere is created, there is additional charge only if we need to keep the 2nd instance of the database.
* The SARS Technician can switch the database configurations from Test to Live. In this instance, no additional charges will occur.
* ***Consider:***

1. Naming Convention for the Website
2. Accessibility from off campus. SSL Certificate may need to be purchased.
3. Settle on one URL

* Student data exist on SARS Grid. May not want SARS Anywhere accessible outside of the campus network.
* Currently, SARS Grid users must be on the secured Administrative Network or our Wired Network.
* Kristen wants to be able to set-up appointments with students on campus.
* SARS Anywhere does not run on an IPad, but does run on a laptop.

**SARS Message:**

* We already have SARS Messages for email, but not for Texting.
* The SAR Technician can configure SARS Messages for Texting.
* The SARS Texting feature can be implemented by college. There would be 2 installations.
* SARS Messages with Texting reads appointments and send messages.
* *Question:*

1. Is there a way for the student to opt out?
2. Will the following suffice for opting out?

Datatel exports into SARS. Open CCCApply captures the Student’s phone number and ask if they will accept text messages.

* *Next Step*: Demo for both colleges.