The July 25th DAWG meeting was held in the Annex Training Room with the following discussions and individuals in attendance (\*=v*ia CCC Confer*)

*Attendance [[1]](#footnote-1)*

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| Crafton | Kristina Heilgeist, \*Kristi Simonson, Larry Aycock, Joe Cabrales |
| Valley | \*Marco Cota, \*Julie Ann Ulloa, \*Linda Molina, \*Steven Silva, \*Veada Benjamin, \*Michelle Tinoco |
| Annex | \*Corrina Baber, DyAnn Walter, Joe Ho, \*Michael Aquino, Robert (Brock) Scudder, \*Dianna Jones, Joyce Bond |

## I. Removing Section from WebAdvisor

Sponsor: DyAnn Walter, Kristen Colvey, Marco Cota



* Marco said that he does not see any reason why we cannot remove this.
* DyAnn said the reason to remove it is that the setup for this Ed Plan is not being maintained. It’s reporting errors, but there is really no errors, because counselor should not be using it anyways.
* Marco will respond with an email that it will be ok to remove. CC Kristen.

## II. Discuss PHIL-103 courses in Colleague

Sponsors: Miriam Saadeh, Kristina Heilgeist

* Kristina said: Problem caught by counseling department, brought to Miriam’s attention.
* On the current student Ed Planner (not Degree Planner), there are multiple versions of the course, there are nothing to differentiate it when building an Ed Plan. Cannot find where it shows date and effective date on a course record. So on the Ed Plan when selecting a course, it does not show for example that course is starting Fall 2019. Valley confirmed that they don’t have the ability to see it as well.
* Tried different scenarios, moving the course to inactive, pending, frozen etc. Nothing can pull it out from the student Ed Plan.
* DyAnn suggest more research to be done and a ticket need to be submitted.
* Larry suggest that the counselor create the ticket
* Kristina confirmed that this is not a degree audit or catalog issue

## III. Pre-Requisites Challenge

Sponsors: April Dale-Carter, Linda Molina, Julie Ulloa

* Maybe related to a past ticket submitted to DyAnn. SRWS – Student Requisite Waivers Summary. There was an issue with the date.
* Example: A student is registered in a class that starts in May. Did not get the challenge form in until maybe a week later, but the system did not drop them immediately. Then, after the waiver was put in, the system dropped the student days later. Linda thinks that the system is looking at the start of the course, and not the fact that the wavier is in there.
* Linda confirmed again that the issue is: even after a waiver was entered, and the system went back and dropped them, even after the day that the waiver was entered, so they had to be reinstated back in.
* Had to put an EQ on the STAC screen, so they won’t get dropped.
* Joyce commented that she thought the waiver should be in the system before the student enrollment?
* In both cases that Linda looked at, the class already started, the students might have a late add. By then, the challenge was already entered. She think the system is looking at that the class has already started, so it is bypassing the challenge.
* Larry said he sees couple of issues, if the waiver is entered in, that’s a date issue. The other sounds like late add issue, likely being a manual override, but why is the system dropping it, if it’s a manual override?
* Joyce said that the dates are really weird. They had the student enrolled in as new, after class already started, then a late add come through, not sure why late add would come through if the student is already enrolled. Then student was dropped, and they added the student again.
* A ticket is already in the system, it was not really resolved. EQ was added as a temp fix.
* Larry suggest to look at the logic of the drop program. Joyce said she will have to take a look at how Ellucian handles waivers, it’s a new process. It has to do with waivers not being used.
* After Valley explained their process, Larry commented that they may need to check their own process and instead of using EQ, they may need to start using SRWS. He thinks the way Valley is processing it, is the proper way.
* Currently CHC A&R uses SRWS for repeating EMS courses, a waiver or a petition. For students who wants to bypass a course with existing skills, it’s all done through assessment.
* Joyce and DyAnn will have to do more research relating to this.
* About 51 minutes in to the meeting, Joyce did some research looking at HELP section in SRWS. It says a waiver needs to be done before the class starts, once the class starts, you have to put in an override. So the waiver does not work once the class starts. It’s a timing issue.
* DyAnn found the mnemonic ROVM – Requisite Override Maintenance.
* There are some 2015 documentations regarding to this, Larry asked if DyAnn can resend it.

# Miscellaneous DISCUSSIONS

## Non-Credit Transcripts

Sponsors: Larry Aycock, Kristina Heilgeist, Joe Cabrales

* CHC started with this, dropped off for a while, SBVC kept going and now CHC is coming back.
* A non-credit transcript was created, and it is showing the non-credit courses, however some of those courses will leads to a certificate, and Kristina found that these certificates for the non-credit programs is not showing on the non-credit transcripts.
* DyAnn pointed out that Joe worked on a program in the past which added a code to print non-credit transcripts (Trans Grouping: CNC and VNC)
* DyAnn recall working on something related to a major code. In the past when they had to remove a program which is less than a certain units, a major code was included. So if a student graduates with that code, it will not print on the transcript. SBVC recalled that it was related to career prep with < 18 units.
* SBVC have not issue any certificates, but confirmed that it does print on the regular academic transcripts.
* Kristina wants to try take CCTR / CCD code off.
* Example: ASL Certificate, it is 16 units but it is a state approved to be transcripted.
* Larry points out - First issue is certificates for the non-credit programs need to print on the non-credit transcripts, and they are currently not. Test in the test environment, and it is not showing.
* Will need to issue a ticket for this.
* The other issue is that back when title 5 made changes to certificates, that if it’s under a certain number of units, it can’t show on the transcript. That apparently has changed. Now it has to do with how it’s filed and weather if it is state approved for posting on a transcript. It’s not necessarily based on the number of units of the certificate.
* Will need another ticket for this change.
* DyAnn remembers that the coding was done in PROG.
* DyAnn asked SBVC if they are seeing the career prep graduates showing on transcripts, SBVC answered no.
* Suggest to compare the coding on the programs that DCS has built and the SBVC programs, to see what the difference is and troubleshoot.
* SBVC was working with a bookkeeping certificate, it is not appearing on the transcript, and the person has graduated with it. It is less than 18 units. It has the code of “VCCD”.
* Larry said that because the Title 5 Laws has recently changed, it will impact SBVC as well. He would like to send in a ticket to ask DCS to help research to see what coding is triggering a certificate to be placed on a transcript or not. Timing will be an issue though for people who’s already graduated.
* There may not be a blanket effective date per program, but Larry propose that they can manipulate the start dates and codes to prevent it from showing on the transcript at a specific time frame.
* With SBVC, they get a list of the career preps during the evaluation process, looking at the requirements, if it’s less than 18, they note that it is career prep. It is added to the petition itself.
* Kristina noted that in the future most of the logic will not be unit driven.
* Joe said to submit these as one ticket.

## Chosen / Preferred Name Project

Sponsors: Rebeccah Warren-Marlatt, Scott Thayer, Larry Aycock, April Dale-Carter, Joe Cabrales, Joe Ho

* Joe Ho asked about the previous email regarding to amendments to this project.
* Larry has no preference about calling it Preferred Name or Chosen Name.
* Since A&R staff will be entering this name in the Chosen First Name field, so it will be less confusing to call this Chosen Name (instead of Preferred Name)
* Joe Cabrales is ok with it as well, but have concerns.
* Joe Ho pointed out that the new Positive Attendance Roster will include the Audit Code.
* On the roster it will show legal name, follow by chosen name in brackets, i.e. Alda, Joseph A. (Joanna)
* Larry pointed out that during our April / May 2018 meeting, both A&R offices wanted to enter the Chosen Name instead of importing it from CCCApply.
* Joe Ho pointed out that the Chosen Name information will only appear on the XRST rosters and also on the Campus Central (WebAdvisor) roster.
* Larry briefly described on how they want to handle this process when a student requests a chosen name.
* SBVC will wait and see if April have any comments regarding this. Joe will send a reminder email.

1. Disclaimer: Some individuals joining the meeting via phone may not be in the Attendance List. [↑](#footnote-ref-1)