The September 26nd DAWG meeting was held in the Annex Training Room with the following discussions and individuals in attendance (\*=v*ia CCCConferZoom*)

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

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| Crafton | Kristina Heilgeist, Kirsten Colvey, Joe Cabrales, \*Miriam Saadeh, Robert McAtee |
| Valley | \*April Dale-Carter, \*Veada Benjamin, \*Yancie Carter, \*Linda Molina, \*Silvia Romo |
| Annex | Andy Chang, \*Corrina Baber, DyAnn Walter, Joe Ho, \*Michael Aquino, Jason Brady, Brock Scudder |

## I. Preferred Name Change Request Form

Sponsor: Joe Cabrales

* Joe said that CHC is working with the work flow, he points out that SBVC may not have the same work flow as CHC due to different systems used.
* CHC (Rebeccah) wants something that a student won’t have to go to the counter to put in a request.
* The idea is to have a student facing form, where students can login via a link. So person or persons will receive this information when submitted, student is notified when this request is processed.
* Some process flow discussion went on between DyAnn, Joe, Andy and Jason.
* Jason point out, it is not difficult to do this, it will depend on how secure you want this to be. DyAnn advised maybe to use WebAdvisor.
* Joe suggest a verification email can be send out to the student to make sure they did submit this request.
* Joe asked who he should ask to build this form, Jason suggest that he can ask Kristy to build this form in OU Campus.
* Joe will work with Kristy to develop this form.

## II. Utilizing Local ID codes in PROG to designate transcriptability

Sponsor: Kristina Heilgeist

* A follow up to the conversation we had around July.
* Kristina said that using units to determine transcriptability ultimately won’t work.
* She suggests that we use Local ID from the PROG screen, where SB04 control number is stored. (In PROG, go down to LOCAL IDs and go to the 2nd position for the control number)
* DyAnn points out that some of the codes are used to determine if this should end up on a transcript, and some steps are manually done.
* Linda from SBVC joined the conversation, DyAnn asked her to her understanding, what certificate programs show on a transcript and how they are identified to not show on a transcript.
* Linda said the ones that are fewer than 18, don’t show on transcript. They are identified by a career prep code. Those that do show, does not have the code.
* Kristina asks if SBVC has any locally approved certificates between 12-18 units, Linda said that asll the state approved ones are more than 18. They have not been told that there are any fewer than 18 that are state approved.
* DyAnn points out that this information is maintained by instruction.
* Kirsten brought up the topic of non-credit transcript. DyAnn and Joe said that there is a code that controls transcript and non-transcript. Probably Credit Type field.
* April said that the non-credit certificate is not processed through A&R.
* Kristina asked to check C.CER.JOBREADINESS under PROG, with Corrina’s recommendation, we also looked at V.CERT.BOOKEEEPING
* It looks like the code in CCCDs field is the controlling factor. DyAnn said that if you want the program to show up, make sure not to use any “career prep” code in this field.
* Kristina said that under degrees, if you put in AA, AAT, AS and AST will require a major.
* DyAnn suggest to submit a ticket to see why this is broken.

## III. Verification of Fraudulent Applications in CCCApply

 Sponsor: Jason Brady

* As of Sep 28, Friday. CCCApply is launching a spam filter function in their website. It will require admissions office to look at apps that’s caught in the filter. By marking apps as spam, it will help to improve the spam filter as well.
* Silvia joined the call, she said that she can usually identify a fake app by looking at some very specific addresses. There are some fake names which can be used to identify the fake apps. She usually does the check before she imports them.
* The additional step will require the person doing the import to go to the CCCApply website and report the spam. The hope is that by marking them in CCCApply website, it will prevent them from coming in in the future.
* Jason went on to explain steps on how to use the spam filter.
* Silvia brought up issues with Ethnicity field during import (Helpdesk ticket #6619). The import process was previously configured to ignore any changes once the student has established their initial Ethnicity (Hispanic vs. non-Hispanic). Due to updates in the import program, it is now blocking the application from coming in when the initial value and the new value (for returning students) are different.
* Speaking to Joe Cabrales and April, they both agreed that the student can pick whatever value they wish, and the new value should overwrite the existing value.
* Jason confirmed that the new version of CCCApply will be online as of Monday, October 1st.
* A list of the motivations of why students want to put in a fake application is included in the agenda.
* Group also talked about how to remove a fake account via DRUS, that will invalidate the .edu account.

## IV. SARS Anywhere implementation

Sponsor: Kirsten Colvey, Marco Cota

* This will be an ongoing topic until it is installed
* Yancie wanted to know when the demo be schedules, Kirsten said that she will schedule on for CHC, and Marco and Yancie can work together to schedule some time for SBVC. She said to contact Joanne Dodi directly after selecting a date.
* Yancie will follow up.
* Kristen said that they would like to have 20 minutes with TESS. Arlene McGowan is the TESS contact person.
* After the demo, we will have a sandbox to play with.

## V. AB705 Discussion

Sponsor: Kirsten Colvey

* This is related to student assessment. Will have big effect on student reporting.
* Accuplacer and Accuplacer Classic was brought up. The classic may be used for ESL assessment.
* Kirsten said that Ron Gordon is working with CHC on building placement. Yancie said they are doing the same.
* Yancie thought Accuplacer is going away completely. Kirsten said that CHC will continue to use it for multiple measures.
* Group continue to discuss about the continuing efforts with DyAnn and PJ Cruz on the project where the results will upload like the old assessment.
* Yancie mentioned that there is a new feature in CCCApply where students can report their high school GPA. He also talked about Cal-Pass Plus.

## VI. New SIS Plan

Sponsor: Andy Chang

* Colleague is going on 20 years old now, we will be going out to explore and see what other products are out there for community colleges.
* Andy will be going to conferences to look into new Student Information Systems
* We will bring in a vendor to co-ordinate the business analysis process.
* Our choices will be Ellucian, Workday, Oracle and another one using Microsoft technology.
* We will bring them in for demos, and the decision will be made by the evaluation committee, which comprises of students, student services, faculty etc.
* Two to three year process.
* Improve student experience and staff experience.

## VII. Miscellaneous

1. Review DAWG Group Member List
	* Group went through the DAWG email list and add/removed some members
1. Disclaimer: Some individuals joining the meeting via phone may not be in the Attendance List. [↑](#footnote-ref-1)