District Applications WorkGroup (DAWG) |Meeting Notes

DATE Wednesday, January 23, 2019

The January 23rd DAWG meeting was held in the Annex Conference Room 3 with the following discussions and individuals in attendance (*=v*ia CCCConferZoom*)

Attendance [1]

Crafton	Kristina Heilgeist, Joe Cabrales, *Kristi Simonson, *Robert McAtee, Kirsten Colvey
Valley	*April Dale-Carter, *Veada Benjamin
Annex	*DyAnn Walter, Joe Ho, *Michael Aquino, *Brock Scudder, Andy Chang, Jason Brady, *Luke Bixler, *Corrina Baber
District	

I. Deactivate Inactive or Fraudulent User Accounts

Sponsor: Jason Brady, Andrew Chang

- Jason pointed out that we've been getting spam applications in the past. We are still getting them.
- Occasionally Google will notify us about suspensions of some student accounts for abusive usage. We should suspend these accounts on our side, so it does not get automatically reactivated.
- This does not prevent the student from logging into WebAdvisor.
- We also have lots of accounts that are inactive, and they've never registered for a class. Yet we still have Gmail accounts for them. Should we be keeping them around? What would the cut off be?
- Per Jason's research, there are about 60,000 accounts like this.
- Students will have to reapply if there are no activity after one primary term.
- Jason said that one of the suggestions is to disable these accounts, since they have no reason to login, there are no registration or grades. Both SBVC and CHC are ok with disabling these accounts – Inactive accounts + Never registered.
- One way that this is being handled right now is to remove the DRUS records, so Google Sync does not try to reactivate these Gmail accounts.
- Jason suggest that if any SPAM applications gets through, we should go and disable those accounts.
- The consensus from both schools are (1) Students with no activity whatsoever, we can go ahead and disable the account (2) Student with no activity for one full term (fall or spring), we should disable these accounts.
- There were some discussions on how a student is defined and what records should be kept.
- An alternate idea is to generate a list of these inactive students, then group them in active directory, then have Google make these accounts inactive.
- Will need to discuss more on how to execute this task.

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[1] Disclaimer: Some individuals joining the meeting via phone may not be in the Attendance List.

II. Modifying Registration Checklist to incorporate Updating Starfish Term Data prior to WebAdvisor publication

Sponsor: Kirsten Colvey, Robert McAtee

- Trying to figure out about adding the term codes.
- Need the schedule data pulled over to Starfish, there is no process setup on how to request term codes to be added, not sure if it should be done at district level or campus level.
- Was wondering if we can add this to the registration checklist, so the schedulers can have a term code added to Starfish.
- DyAnn and Michael Aquino explained some of the steps involved.
- Kristina and Kirsten point out that Degree Planner is about future planning, so these section data need to be in the system before student register for them. They are planning by sections.
- Kirsten said that if we pay additional fee for the functions, students will eventually be able to create a schedule for themselves based on what is offered in the system. This should be an ongoing discussion once we get degree planner up and running. Explore the possibility of registering via the API.
- Everyone agreed that needs to be discussed further with Emily and Dawn during their next tech meeting, which is Jan 29.
- Need to investigate how the data is currently extracted to better handle this request.

III. Securely Provide Faculty Email to Students

Sponsor: Larry Aycock

- The faculty list was removed from the website due to spam/spoofing issues.
- According to Jason, one of the problems has been that people have been emailing pretending to be managers to an employee under that manager asked him to do something.
- Example, someone sending an email to the president's secretary, pretending to be the president.
- Some of these emails even have strings of previous conversation, making it appear to be a legitimate email.
- However, by not having the faculty listed on the website, it is creating more work on the staff when students or potential students come in to ask for the faculty's contact information.
- Kristina said that per ACCJC requirement, the faculty's contact information is required to be available to the public.
- Jason said when the list was removed from the website, students immediately start asking about it, so he is aware that it's an issue.
- The original problem was because it listed all the employees at the district.
- Jason asks if he can get the requirements from the ACCJC website, so he can look into this.
- There is a discussion about not displaying the email address, but instead replace it with a contact form. Jason said that that method will work against blanket spam, but for a determined targeted attack, it may not be very effective.
- Jason will also discuss with Luke regarding temporarily put the faculty list back onto the website. More regulation research will be required.
- *At the end of the DAWG meeting, Jason received approval from Luke to put the staff directory back online.*

IV. Discussion about Promise Program

Sponsor: April Dale-Carter

- The district is moving forward with the Promise Program. It's an extension of the Valley bound program that Valley already have.
- There is a lot of talk about starting this for Fall 2019, and Fall registration is in April.
- With Valley's current program, students are manually put on the priority registration list. Students are also manually put on sponsorship to waive the fees.
- Valley currently does not have the capabilities to do that for the number of students that they're talking about for the Promise Program.
- Is there a way, if these students are awarded priority registration, to automatically populate for them as it does for EOPS students? How can we code it? Student Groups?
- The Promise Program pays all the fees for the student, what are our options for coding those students, so their fees are automatically waived?
- DyAnn said DSPS and EOPS have their own screens to capture these students, and the others are groups, that's why there is a different.
- Students will have to submit a separate application to a different department, not A&R. Maybe through first year experience or equity side requirements area. These departments will then determine if the student is eligible for the program.
- DyAnn suggests that's then you put these students in a group (i.e. That's how Athletes get priority registration). However, April is looking for another way, because they are manually entering Athletes' priority registration.
- Kirstin suggest that maybe the staff from the Promise Program can tag these students. A&R can train these staff.
- Andy thinks that because these students still needs to be verified by First Year Experience, manually. An automated process may not be easy now. If these students are tagged at CCCApply level, automation may be a possibility.
- April asked if these students are put in a group, will the students belonging to this group have their fees waived? Andy, DyAnn and Michael thinks this may be like how BOG is awarded. However, we will need to investigate this extensively.
- April pointed out that this has been approved in the December board meeting.
- High school student's enrollment fees are waived (via SPRO), can these students be processed like that?
- Andy suggest that both Colleges put in a project request, detailing all the requirements, and TESS will work on this.
- Kirsten said that these fees that are waived should be deducted from the pool of money that is sponsoring this program, Andy agrees - i.e. these fees will be allocated to another account code. This is something TESS can explore, but not the final solution.
- Joe & Kirsten pointed out that Chaffey and Long Beach are also working on this program.

V. Ongoing Topics

1. SARS Anywhere implementation
Sponsor: Kirsten Colvey, Marco Cota

- This topic can be removed.
- Working with Arlene on bug fixes & front desk staff permissions.
- Some PC's are not running as smooth, probably due to age of the PC.

2.   AB 705 Discussion
      Sponsor: Kirsten Colvey

- Continue discussion, no issues right now
- English is working on this
- Ron Gordon will be working with CHC
- TESS is working with Valley English and Mathematics

IV. Miscellaneous

- At the end of the DAWG meeting, Jason received approval from Luke to put the staff directory back online.