District Applications WorkGroup (DAWG) |Meeting Notes

The **January 22** DAWG meeting was held in the **District Conference Room 1** with the following discussions and individuals in attendance (*=v*ia CCCConferZoom*)

Attendance [1]

Crafton	Joe Cabrales, Larry Aycock, Kirsten Colvey, Kristina Heilgeist, Veronica Lehman, *Kristi Simonson, *John Muskavitch
Valley	*April Dale-Carter, *Christie Gabrile, *Julie Ulloa, *Key Dee Yarbrough, *Yancie Carter, Joyce Bond, Sam Trejo
TESS	Andy Chang, *Brock Scudder, Joe Ho, Jason Brady
District	

I. BOG and Financial Aid rebilling

Sponsor: April Dale-Carter

- SBVC and CHC FA offices, when the students are awarded BOG, FA is doing manual rebilling.
- This has came up as a "negative" during an audit. FA should not be doing the rebilling.
- Asking for A&R to do the rebilling. But A&R don't know when a student receives their BOG. Students are running around to get their account updated.
- Audit finding is that FA should not be doing the rebilling, Andy wants to look at the audit finding.
- Andy says that billing should not be run wide open, every time. He thinks maybe a new business process may help.
- John Muskavitch thinks that legally maybe FA should not be doing this. Larry thinks that since FA is not disbursing money, resulting in a check being cut, so he thinks just running rebilling should be ok.
- Sam Trejo joined the discussion around 00:49:33. Confirmed that they are not using Self Service for students to check their awards. Instead, they will use CampusLogic.
- Sam also confiemd that FA is doing rebilling for the past few years. The audit finding says that they should not be doing not. He is trying to get the internal audit report from Larry Strong.
- John Muskavitch said that because FA is the one awarding the waiver, they should not be the ones waiving the fees. It falls under the fedral guidelines of separation of dutues. College of the Dessert for example was having FA doing the rebill, and they are now moving towards having A&R doing the rebill.
- Larry thinks that because the rebilling does not result in sending money to the student, he thinks that separation of duties may not apply here. John is thinking they should talk to the Feds regarding this.
- John contacted one of his connections at the Feds, he will reach out Joe and April.
- Andy suggest that CHC get a demo of CampusLogic.

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

II.   Starfish related

Sponsor: Kirsten Colvey, Yancie Carter, Kristina Heilgeist

- Students to be notified that they should come into the transfer center with the counselor and get the process started.
- This is related to attributes on the early alert side and the folder that's on the CSU and UC transferability side.
- There's an attribute built on early alert sides, don't know where that came from. How to connect the attribute to the flag?
- Initiallay the term was set out for six, but we are only getting four. Andy asked Yancie to submit a ticket.
- Plan is to stay on Colleague Ed Plans for at least a year after Valley go live, will have both systems running side-by-side. Planning to go live in Summer 2020.
- Both Colleges will be using early alert.
- There were some discussions on how to update the links / wording on the website. (Timestamp - 00:36:15)
- https://cccconfer.zoom.us/rec/share/ps8qJq307UZIZtLL7EvwUYklP9u_aaa823Ud_KFemkukFGMAITk9RIGsa4UHx_3I
- Dicussion about moving on from WebAdvisor to Self Service, Andy said that we may loose a lot of functionality, namely the "student portal" function. Many things that Self Service does was moved off to outside services through the years, because of so much externalizing of functions from Self Service, if we were to go off Webadvisor will be a challenge.
- The cost to recustomize Self Service may be very high.
- Interested in getting a demo of CampusLogic
- Discussion on building the attributes with the extract was proposed. (Timestamp: 01:06:22)
- Discussion on linking Starfish test envrionment to the Colleague test environment (Timestamp: 01:14:31), challenges and ideas.
- Valley is using the Starfish test environment from time to time, the re-routing may affect the avaliablilty.
- Registration from Ed Plan discussion (Timestamp: 01:20:53) – Many challenges, custom integration may be required.

III.   Ongoing Discussions

1. Possible Fraudulent and SPAM account activities

- Jason shared a SPAM report.
- Colleages are reminded to mark and submit SPAM CCCApply applications. It will help to train their spam filter.
- There is still an incentive for spammers, even with our recent restrictions.
- There are no easy way to block office 365 like Google docs. But we are working on it.

2. SBCCD Promise Program Communication Management Workshop

- Each College to provide email contents
- We will review the setup together once the consultant has completed the implmentation

IV.   Miscellaneous

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1. Disciplinary Holds
Sponsor: Larry Aycock

- There are campus specific holds for discinplnary, i.e. DISV blocks students at SBVC. Will the hold block registration at CHC? Or are they campus specific. Would like to find out the details about these holds.
- Larry will put in a ticket for research on different levels of holds.