Meeting Minutes
DSSWAG
February 26, 2007

Attendees: Jose Pena, Gloria Bianchi, Jing Luan, Eric Raznick, Kathy Blackwood, Suki Chang, John Sewart, Cathy Hasson, Bart Scott

1) Status of DESR
Edgar was not present, but attendees went over Edgar's email (2/21/07), noted that DESR Enhancements are real-time enrollment reports. Any further suggestions and questions should be directed to Edgar.

2) Refining Data Warehouse Vendor Solicitation Purpose Statement
   o The purpose of having the statement is to use in the RFP to bring web-based tools to encourage people to use Hyperion to get real time reports.
   o VPIs, Deans, HR, and Facilities should be included to view the demo.

Recommendation: Jing brings to Chancellor's Cabinet for approval and send out email invitations to the appropriate people when a demo is scheduled.

3) Recent Reporting/Research Related Coding Progress (ESL, Distance Ed, Pre-requisite, Basic Skill Course Levels per ARCC)
   o At the Board Retreat on 2/24/07, the board emphasized on importance to having comparable course numbering and content of the classes three colleges offer to eliminate confusions on students who take classes cross the district.
   o MIS Compliance Meeting is scheduled on 1p.m., 3/5/07 to discuss ESL, Basic Skills in MIS Data, and identify or develop database of classes each school offers.

4) Board Census Reporting Updates and What may Trigger Small Changes to the Census Reporting
   o The Board would like to have 5 year term comparisons.
   o Researchers recommended producing a separate report for Distance Ed.
   o Researchers said not to use WSCH, FTE data since these are not finalized until the end of the term.
   o Eric mentioned that SS# will be deleted from the database for the SDA users for the security reasons soon, but it can be found with special searches.

The meeting adjourned at 4:40 p.m.