



<b>Purpose of meeting:</b>	Colleague Steering Committee Meeting
<b>Note taker:</b>	Dennis Simms
<b>In Attendance:</b>	Beth Appenzeller, John Colson, Henry Eimstad, Jim Fenningham, Teresa McNeil, Dennis Simms, Brad Tiffany, Sheri Willis
<b>Discussion:</b>	

<b>Item 1 - Consulting</b>
<ul style="list-style-type: none"> <li>➤ Business Process Analysis – There were a number of good ideas for improved processes which will be considered as Colleague is implemented.</li> <li>➤ Community Learning – Evaluation and approach consulting scheduled for October 4 &amp; 5.</li> </ul>

<b>Item 2 - Degree Audit</b>
<ul style="list-style-type: none"> <li>➤ DARS Implementation Project – Phase I is drawing to a successful conclusion, there are a few remaining items to refine. The team is optimistic that we will be able to do evaluations soon. Phase II will be to expand the capability to articulate the transfer work to GCCCD courses and allow Colleague to use the results to satisfy prerequisites.</li> </ul>

<b>Item 3 - Colleague Status</b>
<ul style="list-style-type: none"> <li>➤ Scannable Application – GC can do business without it. CC is not able to be successful without it. IS is committed to being able to scan applications for admission.</li> <li>➤ Registration and Transcript Holds – Which hold codes should be carried forward into Colleague for use in the future? Some hold codes in the SRS are obsolete. Colleague provides for a variety of registration holds relating to discipline, academic probation, or others.</li> <li>➤ Course Alignment – Action item.</li> <li>➤ Project Communication -- Continue the Project newsletter and improve the web site.</li> <li>➤ Implementation Timeline – See the handout.</li> </ul>

<b>Conclusions:</b>
The Flex-week presentations for faculty resulted in positive and helpful input. Further presentations will be made this term.

<b>Action items:</b>	<b>Person responsible:</b>	<b>Deadline:</b>
Review existing Financial Hold Codes in the SRS with Brad and Beth so that we start in Colleague with a more user friendly and helpful set of Financial Hold Codes.	Sheri, Brad, Beth	Oct 1, 2007
Review the most recent list of unaligned courses and determine which to prioritize and which will need to be set up as two courses in Colleague.	Sheri, Janice, and Theresa	Sept 1, 2007
Bring the table of Working Group Members up to date.	Sheri	Aug 24, 2007