Attendance at Meeting

Present

Sean Hurley, Chairperson, CAFES  |  Heather Cribbs, Library  |  Scott Hazelwood, CENG  |  Alison Robinson, AVP for ITS
Bruno Ribeiro, CLA  |  Trish Brock, Director of Research Compliance  |  Joe Cleary, CAED  |  Sarah Jones, ITS
Jennifer Klay, CSM  |  Gregory Scott, CSM  |  Patrick O’Sullivan, CTLT  |  Alfred Castillo, OCOB
Keri Schwab, CAFES, Academic Senate  |  Bret Heenan, ITS  |  Yukie Murphy, Student Affairs  |  Lori Serna, A&F
Cem Sunata, EMUS  |  Michele Reynolds, EMUS

Absent

Meeting Agenda

I. Approval of February meeting notes
II. PASS Replacement - Cem Sunata & Michele Reynolds
III. Covid Testing Compliance Presentation

Meeting Notes, Decisions, Issues

I. Approval of February meeting notes: Joe Cleary approved the minutes with Heather Cribbs seconding, all in favor.
II. PASS Replacement: Faculty have noted the following issues within Schedule Builder: unable to access real time enrollment information, difficulty when helping students find different classes. Cem provided background as to why Pass was replaced. Schedule Builder (HighPoint Technology) was selected as it integrates with PeopleSoft (sits inside of PeopleSoft) and works well for students. Enrollment information can be accessed via the Enrollment Dashboards, faculty can request access via the technical ticketing system. Another option is to use Enrollment Monitoring (https://registrar.calpoly.edu/enrollment-monitoring 8). Enrollment Monitoring updates occur at 8AM,
11AM, 2PM & 6PM. Access to this report is based on role, access can be requested via technical ticketing system.

Schedule Builder access issue could be resolved by utilizing Campus Experience (Highpoint Technology). Chico State went live with this 2 weeks ago and they are happy with the solution. (Q) What is the timeline to implement Campus Experience? The timeline is undetermined, currently no plans to purchase/implement Campus Experience.

(Q) Can the data be updated more frequently? Action item created for Alison to review improvement opportunities with Cem and Michele (access and data refresh).

III. COVID testing compliance presentation: COVID-19 Ongoing Testing Program slide deck presented.

Presidential Order requires increased frequency of testing, broadened student population, as well as sanctions if testing is not followed. Enforcement begins spring term, March 29th. COVID-19 Info My Portal tab presented; the intention of this tab is to be a one stop shop for all things COVID. (Q) Does the test result need to be negative to unlock? The act of testing unlocks the access, not the result. (Q) Are faculty able to check a student’s access/status? Unsure as this may be a privacy issue.

### Action Items

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<tr>
<th>Action</th>
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<th>Next Meeting</th>
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<tr>
<td>Work with CITC that currently support the classroom management software to determine purpose and functionality.</td>
<td>Alison</td>
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<tr>
<td>Meet with Cem and Michele to discuss Enrollment Monitoring:</td>
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<td>Meeting scheduled 3/12/2021 1PM</td>
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<tr>
<td>• Enrollment information updated more frequently.</td>
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<td>• Provisioning access to the Enrollment dashboards by default</td>
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### Next Meeting

**Date:** April 02, 2021

**Time:** 9:00 – 10:00