CANADIAN PESC USERS GROUP MEETING AGENDA

Meeting Minutes

Date: March 14, 2013
12:00 pm to 1:00 pm EST
Location: Conference call & webinar

Attendees:

Doug Holmes  OUAC
Leisa Wellsman  OUAC
Barry Billing  OCAS
Bill McKee  OCAS
Dorothy Chapman  University of Waterloo
Susan  University of Regina
Jennifer Leigh  University of Toronto
Dave Mathews  Ellucian
Debi Sandul  University of Lethbridge
Susan Stein  Apply Alberta
Josie Lalonde  University of Toronto

1. Welcome & introductions
2. Approve Minutes
   a. February 28, 2013
      There was one correction for consistency purposes, Susan and Kelly should be listed from Apply Alberta not the full organization name
      There were no additional changes, the minutes were considered approved as revised.
      None were opposed.

1. Business Arising:
   1.1. Canadian Transcript Exchange Initiative:
      1.1.1. Update on Support
1.1.1.1. **Letters of Support**
Bill reported that 4 Letters of Support have been received so far. Thank you to those who have provided letters of support. One is expected from ARUUC. We are hoping for letter from Apply Alberta, however budget changes in Alberta are causing delays. University of Toronto expects to have a letter soon. Regina’s letter is delayed, however it is in progress. A request has been sent to AURA but no response had been received yet.

1.1.1.2. **CMEC**
Bill has the next level of contact, but hasn’t followed up yet. Action Forward: Bill will follow up this week.

1.1.1.3. **Request to BC ministry education for letter of support**
Bill will follow up this week.

1.1.1.4. **Other status- need West, Quebec and Atlantic support**
As for participants out East, there has been no word from them yet. Leisa reached out to Jennifer and Maria from Memorial, but has yet to hear back from them. The Registrars from New Brunswick are working on providing a letter of support.

1.1.2. **Approve Communication Plan v0.3**
There has been no feedback, with the exception of three blanks Bill will add information to. The university CIOs will participate in CANHEIT and hold a pre-meeting the day prior. Regarding the item for ACAT, Susan explained that Kevin is no longer the Director, there is a new director. The new Director should be added. The Communication Plan was considered approved. None were opposed.

1.1.3. **Update Funding Support discussions**
Mary will look into programs for funding within individual provinces and described the opportunity in Ontario through the FedDev Technology program.

1.2. **PESC May 1-3 Data Summit agenda/planned attendees**
Kelly will be participating from Apply Alberta, OUAC and OCAS will be participating, along with an Ontario College rep. Ideally, additional participants from East or West would be helpful. Bill will follow up with Pascal regarding the Data Summit. Josie indicated that she will also be participating at the Data Summit in person.

1.3. **Approval of our Terms of Reference for Canadian PESC Users Group**
Version 3.3 incorporates some feedback in the Roles Section from Dorothy from Waterloo. There was no additional feedback at the meeting, the document can be considered approved. None were opposed.

1.4. **Status of CANHEIT Conference proposal**
Pascal has agreed to be a co-presenter for CANHEIT. Brian explained that 2 of 4 submissions were accepted to CANHEIT. Key dates include May 1st attendees will need to register for the conference, there has been no information on the PowerPoint format required. We would like the Canadian Transcript Exchange Network to have Western Canada representation. Clark Ferguson CIO of University of Lethbridge will be attending. Debi will follow up with Clark and have him contact Doug regarding participation.

1.5. **MOU between ARUCC and PESC Approved**
The MOU was formally approved at the ARUCC executive board with one small change. The change they made was the around participating in ARUCC conferences at least once a year. We will work with Michael and Hans for releasing a press release. It is a big milestone for the organization since ARUCC is a federal organization.

1.6. **Vice Chair Nominee**
Leisa was nominated as Vice-Chair. All were in favour of her nomination, none were opposed.

2. **New Business**
2.1. Committee member updates/Questions

It was reported that OCAS will submit for the Seal of Approval for PESC, to validate that OCAS is meeting the standards that are heavily used internally. Doug updated about presenting regarding XML and PESC at AURA recently. Doug, through the SPEEDY committee, will be presenting at the ACRO annual conference with sessions on EDI, XML, and PDF transcript exchange. Doug will be presenting about the business and functional side of transcript changes in the future on a panel.

It was brought to the group’s attention that Alberta Education is increasing the size of the subject code to 7 characters and Banner schools can only currently accept 6 characters. The PESC standard is 30 characters, it was asked whether there are other vendor clients that will have an issue? PeopleSoft can include 12 characters. Apply Alberta would like to get the group’s opinion on whether this should be considered standard maintenance rather than an enhancement/customization. Customization will be costly, but if the provider isn’t meeting PESC standards, shouldn’t it be considered maintenance? Dave Mathews from Ellucian will connect offline to suggest some ideas. A survey will be proposed into SugarSync so the group can respond. With ARUUC’s permission, we can use their listserv to ask their members for input on the issue as well.

3. Adjournment 12:38

4. Bring Forward items for future meetings:
   4.1. Bilingual support (TAB)
   4.2. Obtain vendor statements regarding level of support. Michael to follow up with vendors on obtaining a list of which vendor components and which PESC standards are supported on those components. See if larger vendors will go for PESC Seal of Approval process. (Michael Sessa)
   4.3. How do we formalize the relationship with ARUCC and PESC?
   4.4. Premier Partner Membership