Date: Thursday, October 10, 2013
Time: 12:00 pm to 1:00 pm ET
Via teleconference

Members Present:

Joseph Billi          WES
Barry Billing         OCAS
Dorothy Chapman      University of Waterloo
Al Dunthorne         Brandon University
Doug Holmes          OUAC
Josie Lalonde        University of Toronto/OURA
Dave Mathews         Ellucian
Bill McKee           OCAS
Kelly McMullen       Apply Alberta
Mary Medaglia        OCAS
Angela Mlynarski     University of Lethbridge
Brian Patton         OUAC
Susan Stein          Apply Alberta
Trudy Sykes          OUAC
Steve Thornton       Apply Alberta
Cathy van Soest      BCcampus
Leisa Wellsman       OUAC

1. Welcome
2. Approve Minutes
   a. September 12, 2013
      There were no changes or omissions. The meeting minutes were considered approved.

1. Business Arising
   1.1.1. Updates on Action Items from September 12, 2013 meeting
1.1.1.1. **Progress on standards implementation guide & OCAS-AB project**

The first draft of the implementation guide is scheduled to be ready for November. Barry and Kelly will meet weekly to complete this item. They are starting with the existing PESC Implementation Guide, removing American specific information and simplifying it. The intent is to have some specific examples to show the expectations for certain scenarios; the appendix will show these examples. Barry and Kelly are working on making the current guide more representative of Canadian users. They are looking at the high school transcript content only, not the transmission data. This is the first step in transferring data between the two centres.

1.1.1.2. **OURA rep to ARUCC Transcript Guide Committee & PESC presentation at CRALO** (Josie/Janeen – 2 mins)

Josie spoke to Joanne Duklas regarding this item. It is more complicated than originally thought. The transcript guide project is being led by PCCAT and ARUCC. Barb Davis is the Ontario ARUCC representative. The membership is regional, not organizational. Joanne is happy to direct us to the right contacts on the steering group or to answer any questions the User Group may have. Joanne reported that they are currently getting funding in order; they hope to have this complete by the end of October. They will be putting together a retreat for individuals interested. There’s a commitment to create a national working group to support them. It was asked how they are approaching finding funding. Josie will speak to Joanne about it. She was open about further conversations with the User Group. Moving forward, the Group would like to be kept informed of the project to ensure the PESC standards are considered in this guide. Cathy wondered whether we can just check in with Joanne on a regular basis rather than deal with the regional groups individually. Josie offered to continue to keep in touch with Joanne. Doug asked when their draft is ready, if perhaps we can give input. Joanne did indicate that there was a project proposal that she can share.

1.1.1.3. **Preparation of transcript exchange flow documentation** (Centres – 2 mins)

OUAC and OCAS have posted their documents. Kelly must ask for permission to post her document, she will post it by next month. Cathy will follow up with her people in BC about posting their document.

1.1.1.4. **Pursuing Statscan**

Brian has not received any responses to his emails. Their priorities seem to have shifted. Brian will contact them one last time. If there is no response, we will let this item go for now.

1.1.1.5. **WES Database Proposal**

Nothing has moved forward to date since Bill was busy at the PESC summit last week. Bill and Joseph will get together soon and get this moving forward. This item will be carried forward to the next meeting.
1.1.6. **Oracle and use of PESC Standards**

Dorothy shared with the group that Oracle EDI Manager has been deprecated, so they have discontinued modifying or enhancing the product. There is a technical work around going forward – Integration Broker to replace the manager. They are leaving it in the product and not doing anything with it. Similar to some other products, vendors are grandfathering EDI products. Dorothy is continuing to pursue the possibility of joining the Oracle Product Enhancement Advisory Group to help push the PESC standards. She has been nominated and open voting will occur in a few weeks. Dorothy will ask the Canadian schools that participate to support having a Canadian rep on that committee.

1.1.2. **Other Updates**

1.1.2.1. **Report from PESC Board of Directors / Fall Summit (Bill – 10 mins)**

Bill updated the group, although he noted he will also provide a formal debriefing to the group via email. He commented that this was the most valuable summit he’s ever attended. One of the key speakers was the ED of HR XML. Work has already started on their portfolio including HR data following the XML standard. They are participating in the PESC e-Portfolio working group as well. HR XML is an international body and works around the world on HR issues.

The North American Medical College Association also announced an e-portfolio. They are the accreditation body for Canadian and US medical schools. They are launching a portfolio product with MedBiquitous for competency standards which has incorporated in the PESC standards into their e-Portfolio, which includes all medical profession standards. The taxonomy data for competencies is already there for the standards body to use. Both of these organizations demonstrate the extension of the lifecycle of the standards beyond post-secondary education. Mozilla Foundation did a presentation incorporating badges and lifelong learning into portfolios as well.

The CommIT initiative for a single sign-on feature has had a number of institutions sign up for the pilot. The first set of standards for e-Portfolios will be out for public consult by November.

Bill noted that the PESC Board meeting was more of an info exchange between members and forging extended partnerships was a big discussion focus. US Ministry of Education was affected by the government shutdown causing some stalls in the education agenda.

Doug asked about reaction to the Texas Server changes to National Student Clearinghouse. Bill responded that the University of Texas can no longer support it, but preference is for a “neutral” body running it. It was asked if HR XML and North American Medical College Association project would impact PESC and the standards. Bill noted that these projects are leveraging and
combining work that PESC has done with Coremain across sectors. NIEM is currently the directory service and is committed to being the primary directory service for the standards.

**Action:** Bill will provide a formal debrief to the group via email.

### 1.1.2.2. OUAC/BC transcript exchange for current transcripts

Leisa reported that there was a small change to the previous charter, only one post-secondary institution can participate in the first round rather than two. There is a meeting next week to determine technical tasks for the project. The tentative go-live between OUAC and BCcampus is late January. Cathy noted that they have moved forward quickly.

### 2. New Business

#### 2.1. Member Updates/Questions

**2.1.1. ARUCC 2014 Conference**

ARUCC 2014 will be in Quebec City in June. There is a call for proposals on their website at arucc.ca. The deadline is November 1st. Pascal sent an email in September suggesting that the User Group meet face-to-face and that NB is expected to have made significant progress by that time. It would also be a good opportunity to do a presentation to update the community on the progress of the Canadian Transcript Exchange Network initiative. OUAC and OCAS will participate. Members from Alberta and BC will look at their travel budgets and see if they can participate. Bill noted that the venue is favorable for encouraging Quebec reps’ interest and involvement in the User Group. Material from CANHEIT 2013 conference could be updated and used. A public draft for comment for the implementation guide should be available as well as updates on the two pilot projects.

**Action:** Leisa will approach Pascal about participating and put together a proposal to run by Bill before submitting it.

**2.1.2. Removal of longstanding “Bring Forward” items from agenda**

There were a number of Bring Forward items that have been removed since they sat on the list for an extended period of time. Regarding Bilingual scope - it is covered in the charter. Vendor support is a part of our communications plan and it is covered by the letter from Ellucian. Doug suggested that the document that Barry and Kelly are working on be translated into French, especially for the ARUCC Conference in Quebec.

**2.1.3. Update of User Group documents on PESC site**

**Action:** Bill will follow up with Michael Sessa about having the documents posted on the website and inquire about the new logo package.

**2.1.4. Canadian Directory of PESC Standards Users**

Mary uploaded the Directory into SugarSync. It was agreed that Doug could share the document with the SPEEDE group. It will need to be maintained.

**Action:** Group members should review the document.

### 3. Adjournment