MINUTES

Date: September 12, 2011
3:00 pm to 4:00 pm
Via Teleconference

In Attendance:

Angela Mlynarski University of Lethbridge
Bill McKee OCAS, Director of Corporate Services
Brian Patten OUAC, Manager of Application Systems
Debi Sandul University of Lethbridge, Associate Registrar
Doug Holmes OUAC, Programmer Analyst, ARUCC Representative
Jam Hamidi BC Campus, Member of PESC Tap Committee
Jennifer Kim PESC, Director of Membership Services
Kelly McMullen Apply Alberta, Business Analyst
Klarka Zeman Statistics Canada, Project Manager of the Post-Secondary Student Information Survey
Margaret Whetstone OCAS, Manager, Decision Support Services
Matthew Clark MTCU, Project Co-ordinator for Ontario Education Number
Sebastian Baba OCAS, Systems Analyst
Susan Stein Apply Alberta, Operations Director
Trudy Sykes OUAC, Director of Operations
William Hollowsky Sungardhe (Banner), General Manager

Absent:
Barry Billing OCAS, Sr. Business Analyst
Joanne Duklas York University, President of ARUCC
Jonathan Ellison Statistics Canada
Michael Sessa PESC, President & CEO
Shane Aulenback Decision Academic Inc., Vice President of R&D and CTO

Minutes Transcribed by:
1. Welcome by Chair

Bill McKee welcomed everyone. Participants shared their interest in PESC Standards.

2. PESC Fall 2011 Data Summit
   - San Francisco October
   - Who is attending
     - Confirmed: Trudy (OUAC) and Bill (OCAS)
     - Tentative: Jam (BC Campus), other OCAS representatives
   - Have Canadian PESC working group session (with teleconference option for those not attending)
   - Bill & Shane have been asked to present at the Fall Data Summit - Canadian PESC work group/standards within Canada

3. ARUCC (Association of Registrars Universities and Colleges of Canada) June 2012 Conference

Doug Holmes is a representative on ARUCC
The ARUCC Conference is taking place in Ottawa.
- Have Data Standards/PESC on agenda:
  - PESC as the main component of discussion with PESC representative present
  - Overview of Data Standards/PESC for those unfamiliar
  - Identify the standards currently being used in Canada and Internationally
    - Data standards that exist in provinces (i.e. Ontario – ONSIS, OUAC standards, OCAS standards, PSIS, other provinces, etc.) – do gaps exist?
  - Highlight group participation – work being done

4. Other

   - Other potential conferences to distribute PESC communication and orientation:
     - CIRPA (Canadian Institutional Research and Planning Association) an affiliated group of AIR (Association for Institutional Research)
       - Conference (October 23-25, 2011)
       - Publication (Doug Holmes (OUAC))
     - Canadian Education IT (CANHEIT) group
       - Conference (in 2011 took place June 5-8 at Mac)
   - Keep vendors in loop
     - Communications
   - Statistics Canada is updating website currently but may be a potential resource in future
   - Of note, PESC has support of Sungardhe, therefore beneficial to others to stay under the umbrella and utilize momentum

5. Action Items

   - **Group**: ApplyAlberta is in the process of upgrading their PESC standards. They are interested in seeing how closely they align with other provinces in areas such as data specifications and versions implemented. Bill & Share to plan in near future agenda.
- **Group:** Other provinces may have their own provincial student number. Can group OEN - MTCU is interested in seeing how OEN can fit into PESC standards and data interoperability. Bill & Shane will plan in near future agenda.
- **Jennifer:** Determine whether a PESC representative may attend ARUCC June 2012 Conference.
- **Jennifer:** Investigate what is needed to add Canadian PESC work group information on PESC website. We would like PESC to recognize this working group and allow presence on the official PESC web site for meetings, meeting minutes, working documents. This group is focus on promotion, implementation and Canadian Specific issues in the adaption of PESC standards with Canada.
- **Doug:** Add a little information on PESC in ARUCC newsletter and investigate details of conference. Follow-up items
  
  1. The group liked the idea of coming up with proposed session(s) about PESC and standards for the ARUCC 2012 conference. Trudy Sykes (OUAC), Bill McKee (OCAS) and Debi Sandul (U of Lethbridge) will be coordinating, and will come up with session proposals to provide to the ARUCC program committee.
  2. One or more representatives from the PESC organization would like to attend ARUCC 2012 if at all possible to be able to meet & share ideas with folks as well as possibly participate (at the least by being present in the room :-) for the session(s) from item 1.
  3. Question: are the dates/times finalized for ARUCC 2012?
  4. Question: is the location (city and/or hotel) finalized for ARUCC 2012?
  5. Question: the group discussed how to "get the word out about PESC" to institutions (i.e., universities, colleges, provincial Ministries of Ed, etc) across Canada. As one venue, I mentioned the ARUCC newsletter which you asked me to submit an article for -- the group liked the idea of adding some relevant info about their initiative to "work with PESC from the Canadian perspective" to my list of other updates. They then wanted me to ask: is it alright for the ARUCC newsletter to then be sent to other associations across Canada (e.g., OURA, WARUCC, AARAO, etc) in case some institutions are members of one but not the other, to try and catch the attention of even more people without writing a separate newsletter? (i.e., they wanted to make sure no issues with copyright, intellectual property, confidentiality, etc).
- Bill, Trudy, Debi to work with ARUCC 2012 conference planning on proposed PESC session plan.
- OCAS-Will distribute minutes following the meeting along with attendees.
- **Group:** Suggested that a presentation be created to present to each group above. Bill & Shane will bring this forward to future meeting.

6. **Date of next meeting**

   PESC Fall 2011 Data Summit
   Conference bridge option generally looks acceptable for most people but need specifics to be sure. Bill and Shane confirm date/time of next meeting.
7. Adjournment