CANADIAN PESC USERS GROUP MEETING AGENDA

Meeting Minutes

Date: August 30, 2012
1:00 pm to 2:00 pm EST
Location: Conference call

Committee Attendees:
Doug Holmes  OUAC Programmer Analyst, ARUCC Representative
Dave Mathews  Ellucian, Lean Agile Project Manager, Canadian Solution Centre
Bill McKee  OCAS Director of Corporate Services
Kelly McMullen  Apply Alberta, Business Analyst
Brian Patton  OUAC Manager of Application Systems
Robb Sparks  Ellucian, VP, Product Management and Strategy, Global Markets
Trudy Sykes  OUAC Director of Operations
Leisa Wellsman  OUAC Manager of Applicant Services
Susan Stein  Apply Alberta, Operations Director
Jennifer Kim  PESC, Director of Membership Services
Michael Sessa  PESC, President & CEO
Dorothy Chapman  University of Waterloo, Systems Manager for Admissions
Randy Bruce  BC Campus, Director - student & data exchange services

Guest:
Mary Medaglia  OCAS, Administrative Assistant

1. Welcome & introductions
There were no additions to the agenda.

2. Approve Minutes
   a. July 26, 2012  Meeting Minutes
   There were no changes or corrections, the minutes are considered approved.

1. Business Arising:
1.1. Vancouver Summit October 17-19 2012

1.1.1. Keynote Speaker
Michael has not officially heard back yet about the keynote speaker. Jam or others from BC Campus are working behind the scenes to secure the Deputy Minister as the keynote speaker. Randy will follow up with Jam to see if the Deputy Minister has agreed to participate on Wednesday Oct 17th, 2012.

1.1.2. General Session presentations October 17th

1.1.2.1. ARUCC How PESC Standards Can Help
Bill, Trudy, Kelly and Jam to present based on the ARUCC presentation given previously. Michael Riley will introduce himself and talk about AACRAO. There is about 1 hour to 1.25 hours available for the Canadian PESC user group. Bill is slated to be the moderator and then the first speaker about PESC user group, and why there is one, which will lead into the next speaker. Bill will introduce speakers and keep a steady pace.

1.1.2.2. Are PESC Standards Achievable
Dave Matthews and Leslie Kaufman will present about the achievability of PESC standards. In the past we had reached out to Oracle without success, Bill asked if it was worth it to ask Oracle to participate in the second session. Oracle will be present at the event; it might be worth it to ask for 5 minutes of their participation. Andy Wood, Carole Brown, Mark Armstrong, and some of Andy’s staff are registered to participate and are PESC contacts at Oracle. It may also be worthwhile to copy someone from PeopleSoft who spoke at ARUCC.

Action: Michael to ask if someone at Oracle can participate in the general session.

Concerning where is PESC implemented; it would be appreciated if speakers could emphasize the numbers. It was suggested that people need to hear success stories to help motivate change, especially perceived risky change. Dates and exact numbers should be provided to the group. Larger vendors are more likely to give numbers or admit to not implementing yet if we can provide statistics.

Action: Any revisions or updates including statistics in the presentation should be sent to Bill by Sept 14th.

1.1.3. Canadian High School Transcript Exchange Network initiative Planning
The session will occur on Thursday Oct 18th 8:30-12pm & Friday Oct 19th 8:30-10:15am. This timeframe works out to ¾ of a day, which is acceptable for everyone. The half day on Thursday lets people spend time in the working groups. In preparation for the Education record working groups, EDI, XML and admission standards will be discussed with attendees. It is important to ensure new attendees understand and can follow what is being discussed. There will be an introductory session on Thursday morning for first time attendees. A pre-meeting prep communication will be available to ensure new attendees have background on the subject to facilitate an active discussion.

The University of New Brunswick is attempting to implement PESC standards; it may be wise to ask Pat of the University of New Brunswick to speak briefly on the process of implementing PESC standards at the provincial level in the general session. It was also suggested to Pat to participate in the Canadian User Group area meeting since he’s busy presently. Conceptually they are committed to implementing the standards however they are still working through execution. Information and lessons learned from Pat will help
group identify steps in process and translated into the national launch. Currently New Brunswick is being challenged at the policy level specifically regarding privacy, ownership of data and payment. Ideally, the Canadian PESC will come back from this summit with an actionable charter to move forward. The Summit should be a place to determine actionable deliverables that are measurable and to allow the PESC to move forward.

1.1.3.1. Participation expected
So far, fairly good attendance expected, New Brunswick to attend, Ministry in Nova Scotia also looking to send someone. Bill hasn’t received any replies from the ARRUC mail out at this time. It was asked from OUAV if there are any colleges to reach out to. Bill is attempting to get a college to participate from Ontario, and has several candidates in mind. From a provincial prospective there are some additional parties have been reached out to ensure there is an active contact in every province and territory on the contacts list.

1.1.3.2. Agenda for meetings at Summit
There are several issues to be addressed at the Summit, including Privacy, data ownership, payment, hubs. Also there should be a discussion about eligibility for federal funding support. There will be an entire session on the proposed Canadian Initiative and the second on the previous topics. The outcome could be specific working groups to accomplish specific business issues. Must ensure Canadian PESC user groups are not duplicating efforts from other user groups.

It was asked what the model envisioned is – will it be a data store for transcripts or just a hub. BC is implementing the hub model, which is what Alberta does. Ontario also only facilitates the exchange process. It was asked whether the High School Exchange Network is considered a real initiative yet. The group is waiting until the summit to get consensus to launch the network. CEDS task force meetings occurring at summit, the Canadian PESC might be able to benefit from some of their knowledge in the process.

Action: Draft a proposed agenda to put out for consultation by Sept 14th.

1.2. Online collaborative workspace
It was reported that there was not a lot of feedback provided. Four people have tested and determined that Google drive is most difficult because of network interference; both SugarSync and Drop Box worked well and are livable options. It is important to note that Drop Box has been hacked a couple times in the last couple years. There currently is not one major collaborative space in PESC, each group uses their own collaborative space. It is suggest that the group uses what they prefer.

Action: Brian to make a recommendation on which collaborative workspace to use by next week.

1.3. Premier Partner Membership
OCAS and OUAC to join, has anybody taken advantage yet. There is no limit on staff people to participate.

2. New Business
2.1. Committee member updates/Questions
Dave reported that the annual Canadian User Banner Conference is at the beginning of Oct, he is going to use bits and pieces of presentations from ARRUC to help others be aware of PESC. Also the group should note that Oct 17 and 19 are BC Registrars association meetings, which may affect Summit attendance.

CANHEIT has an official list of attendees, but won’t give it out. It is, however, posted to search one by one to check if people from specific organization were present on their website.

The link is: http://www.usask.ca/canheit2012/program/attendees.php
3. **Adjournment 2:03pm**

4. **Bring Forward items for future meetings:**
   4.1. Bilingual support (TAB)
   4.2. Draft Terms of Reference (Bill McKee)
   4.3. 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. (Micheal Sessa)
   4.4. How do we formalize the relationship with ARUCC and PESC?