

ATC Steering Committee Meeting

Date: November 27th, 2012

Time: 10:00am – 2:00pm

Location: Ohio Board of Regents
36th Floor Board Room
30 East Broad Street
Columbus, OH 43215

Meeting Objectives

- Give an update on the action items from previous meeting
 - Planning for ATC Summit in April 2013
 - Communication from Chancellor about going paperless
 - Requirements for ATC Validation to enhance the accuracy of electronic transcripts
 - Survey results for SIS Import Initiative
 - Knowledge-Base for USO institutions to discuss matters related to ATC
- Give an update about High School e-Transcript and grant proposal status
- Give an update about “Operations policy” for ATC and obtain feedback on next steps
- Give an update about “Reverse Transfer Policy” and obtain feedback on next steps

Agenda

10:00am – 10:15am Welcome

Paula Compton, Associate Vice Chancellor, Ohio Board of Regents and Executive Director, Ohio Articulation and Transfer Network
John Conley, Assistant Deputy Chancellor of Educational Technology, Ohio Board of Regents

10:15am – 10:30am Ohio e-Transcripts Initiative Update

Jim Weber, Project Manager, Ohio Department of Education

- *Goal: Statewide Implementation*
- *Goal: Need a solid date for e-Transcript to be put into production*
- *Are the data fields being used correctly for transcripts?*
- *Data standards need to be mandatory and uniform across the board*
- *Once implemented, training with SSDT & ITC's will take place*

10:30am – 10:45am Ohio e-Transcript Grant Proposal Update

Paula Compton

John Conley

Need to ask Parchment

- *What have you done to assist with the Ohio e-Transcripts process so far*
- *Can you invest in the future of the Ohio e-Transcripts process when RTTT funds run out*
- *Will Parchment implement this solution in every HS like what was done in Indiana? What did they do in Indiana to make it a success?*

Transcripts

- *Need both PDF and XML formats*

- *Transcript coming in should be standardized with the same set of data SSID Use*
 - *ODE has verbiage and will send verbiage to Paula stating that every HS student should have an SSID and that SSID should appear on the transcript*
- Goal: Sign MOU's in Jan, have deliverables by June*

10:45am – 12:00pm Action Items Update

Cynthia Feidler, Associate Registrar, The Ohio State University

Jack Miner, Associate Registrar, The Ohio State University

Tony Kutlu, Manager of PMO, OARNet

Paula Compton

Revathi Kumaraswamy

- Status on action items
 - Planning for ATC Summit in April 2013 (*Jack*)
 - *Small fee to cover meals and registration*
 - *Morning session – institutions would show how they import data into the system*
 - *Afternoon session – group similarly-minded institutions together*
 - *Hands-on/demonstrations*
 - *Goal: Come up with ideas & resources for smaller institutions large institutions can help by providing best practices for ATC*
 - Communication from Chancellor about going paperless (*Paula*)
 - *Minor changes were recommended by committee. Revised letter will be sent to PR and then sent to institutions by Jan 2013*
 - Requirements for ATC Validation to enhance the accuracy of electronic transcripts (*Cynthia/Revathi*)
 - *High Level Requirements have been gathered. Next step is to review with the Data Standards committee*
 - Survey results for SIS Import Initiative (*Cynthia/Revathi*)
 - *Results will be sent to the committee*
 - Knowledge-Base for USO institutions to discuss matters related to ATC (*Tony/Revathi*)
 - *Knowledge base will either use Oracle(custom solution) or Service Now(existing product)*
- Obtain feedback from members
- Discussion on next steps
- *Issue: A couple institutions still trying to go paperless: OU, Miami U, & Belmont*

12:00pm-12:30pm Lunch

12:30pm-1:00pm Reverse Transfer Discussion

Anthony Landis, Director, College and Career Transition, Ohio Board of Regents

Calista Smith, Consultant, Ohio Board of Regents

- Data Standards
- Business Practices
- Next Steps
 - *Follow up questions should be sent to Calista Smith at csmith@regents.state.oh.us*
 - *ATC Steering Committee members need to decide what their role will be in this process.*
 - *If not the ATC, a task force should be created to assist with recommendations*
 - *OBR should send the portal link to the ATC Steering Committee*
 - *Request for Transcripts should come from 4 year institution or be student driven – also outreach to students to make them aware of the option.*

1:00pm – 2:00pm

Operations Policy

Cynthia Feidler

- Readout about “Operations Policy”
 - Raise awareness about continuity of ATC service
 - More communication and transparency among schools
- Obtain feedback from members
- Discussion on next steps
- *Due to lack of time this topic will be discussed in the next meeting*

2:00pm

For the good of the order

- Next meeting in 2-4 months?
- *Data Standards Committee should meet in late January/early February*
- *ATC should meet again in March*