Hello everyone,

Here is the agenda for our in person meeting at UCI for Monday 6/15, 10am - 12pm. We may not need the entire two hours, but I'm happy to go as long as you'd like.

- **Clarification on the document permissions** - When you have an issue that is assigned to multiple groups, what each of the other groups can/cannot see-how we might be able to change that for program proposals where multiple bodies are involved in the review and need to see the responses of other councils to move forward-you've seen this be an issue for us in the proposal/review process for SSP's and graduate/undergraduate program

- **How to bundle all the documents in an issue** - for when we need to send a packet up to systemwide.

- **Suggestions/Recommendations for naming conventions on issues**

- **Grants Submission Module Enhancements** - ways to to automate communication with grant proposers

- **What's needed to expedite resolution for an issue** - what information you need from us to be able to fix an issue-i.e. always provide the name of the issue, its number and what council you’re viewing it from, for example might be things you would always want us to communicate.

- **Proposed "Issue Details Page" Layout Change** - a proposed layout change for clarification

thanks,
andy

*Items below here we can defer to a future conference call. I'd like to get feedback from the Analysts on how we can make improvements to conform to the UCI way of doing business.*

**In Progress:**

- Assist with any DMS cleanup efforts
- Explore improvements to "Reference ID" issue association process
- Explore improvements to Search Results and Indexing process
- Explore a way to email-in multiple attachments and have the attachments be kept as separate documents. (We can likely accomplish this by creating additional email aliases.)
- Consider a "mailto" link to show on the attendance page, so that analysts can click on it to email the members. Multiple links may be needed, at least one for "absent", so Analysts can remind those members that they missed the meeting.
- Victor looking into cost of dedicated wireless access point for Senate conference room

**Deployed/Complete:**

- Deletion Function - Michelle requests "Delete" option. 5/15. (First request was in April 2015) - Deployed to all Senate Staff.
- Mailto link next to the uploaded final response document. This allows the analysts to upload a final response to an issue, then send an email to the parent committee's analyst, so that they can notify them that the final response has been uploaded.

**Notable Bug Fixes:**

- An issue with no deadline date (informational) was not showing the responses in green. The responses now override the informational-state, and show the responses as green blocks (and final response as a green dot), regardless if the issue was informational.
- Document Ordering logic and committee assignment logic were normalized for the special cases for Senate Cabinet and Senate Assembly.
Awaiting Response/Decision:

- Cabinet's "Completed Issues" Page - reveal to which population?
- Nominations and Elections Module - further discussion/action?
- Program Review Module - further discussion/action?
- Senate Service Preference Form - further discussion/action? could possibly be housed in EEE, but with some integration back into DMS. We'll need more information on what you want to see as a results page, and/or how you want it shown to the committee members.

Review Feature Request List - https://aait.ucsb.edu/projects/data.management.system/enhancements/

Miscellaneous

- Next Conference Call (Tentative): Tuesday, 7/7 at 10am