Hello Everyone,

Here is the agenda for our conference call scheduled for Wednesday 5/10 at 10am:

**Discussion/Demo:**

- Adding a "Recurring Meeting" - instead of having to add each meeting one-at-a-time.
- Updated "Search Results" page - simplified results set returned
- "Email All Analysts" envelope link - new proposed language customized to each campus, which includes the internal deadline dates and committee assignments.
- "Committee Advisor Management" - ability to add/remove/modify the advisors for each committee, similar to the membership management tool.

**Responsive Layout Efforts**

- Page content for "Schedule", "Membership", and "Responses" tabs are now responsive.
- "Upcoming Meetings" and "Past Meetings" tabs are being updated.
- The tabs themselves are being updated to be responsive.
- UCI - Propose updating the councils and committees listing to be responsive.

- What features of DMS you consider shared features (features to standardize across campuses) versus features unique to individual campuses

- Trello Board - inbound requests and current efforts tracking - linked from main page
  - Bring over requests from "Requests From Users" into "Vetted by Governance Group to Proceed"
  - Prioritize Requests under "Vetted by Governance Group to Proceed"

**Recent Changes/Enhancements:**

- Transitioned to using UCI functional email address for system generated messages - senate-confirmation@uci.edu.
- Transitioned to using dms-discuss@aait.ucsb.edu for our communications.
- Conversion of Table of Contents page numbering to match the current UCI format.
- Created a method to control campus-specific decisions on whether or not a committee can see its sibling committee's final responses. (UCI = yes. UCLA and UCSB = no).

**Bugfixes:**

- The "Advisor Inbox" tab deadline shown was the "master deadline" date instead of the "internal deadline" date. Fixed - only affected UCI deployment.
- The "Advisor Inbox" tab sort order for the "meeting dates" column was not working properly when there are multiple meeting dates assigned. Fixed.
- Draft responses were erroneously showing in the "Responses" tab. Fixed - only Final Responses should be shown.
- Tab reload discrepancy - in some instances, the Council and Committee tabs were not showing the correct URL, so would revert to the default tab.

**Follow-Up/Awaiting:**
- UCI Committee Makeup Report - any additional needs?
- UCI Senate to reach out to UCI APO and UCI OIT to see if a supplemental data feed is possible
- UCI Distribution Department Code in DMS - awaiting faculty examples from Victor.
- UCI - "Email All Analysts" language to be finalized
- UCLA - "Email All Analysts" language to be finalized
- UCLA - awaiting IP address range to allow Proxy Access. (Dependencies - Shib, Data feed)

Current Effort:

- Onboarding of UCLA for 7/1 deployment
- See Trello Board for details and current progress

Upcoming Effort:

- Revamp "Document Upload" page to simplify the user interface.
- "Meeting RSVP" enhancement request - ability to have members indicate whether or not that plan to attend the next meeting.
- Awards
  - A request to add in an email link to bcc all the applicants who have not submitted their applications, to be included before the next cycle of awards
  - A request to display the nominator information in the administration interface, to be included before the next cycle of awards
- Program Review Module
- Access to Development site by additional campuses

===============================================

Our Zoom Meeting ID is: 7978177079

https://ucsb.zoom.us/j/7978177079

===============================================

Academic Affairs Information Technology | 805.893.2495 | help@aait.ucsb.edu
UNIVERSITY OF CALIFORNIA SANTA BARBARA