i) Record Attendance

1) Administrative Update (Garret Yoshimi/Lane Fukuda/Susan Nishida)
   2015 Kuali Days
   Garret -
   Susan -
   Mitchell was unable to attend due to illness

2) Curriculum Central News/Announcement - Thanh/Mitchell
   Curriculum Central Support News/Announcement
   Curriculum Central Decommissioning Plans
   1. July 2016 - Curriculum Central in Read Only Mode
   2. October 2016 (3 months after Read Only Mode) Curriculum Central will no longer be accessible (??Is 3 months enough? I know Pete thought it should be a year)
   3. Part of decommissioning process - Thanh will be creating pdfs of Curriculum Central data (are their concerns regarding confidentiality in approvers comments or other information?) Thanh to provide sample(s) of what pdfs could/will look like. Data to be sent to ITS and a copy on DVD to campus?
   4. Do campuses need data exported for courses that are still in progress (not approved) in Curriculum Central? Or rejected proposals?
   5. Once Curriculum Central is decommissioned, IT will provide webservice (but not active support) for campuses to access pdfs generated by Curriculum Central during decommission process. Link's home to be on Academic Affairs Curriculum Management website
   6. What is to happen to proposals still in CC at time of decommission? Manually recreated in Kuali CM? Migrated into CM?

3) Kuali CM Project Update
   a) Assistance requested in helping with building Meeting Summary
      Audio recording would be provided to this person to help assist Mitchell with Summary
   b) Jira Issue Priority Determination
      i) KualiCo has asked Partners to assign Pre-Production - High or Pre-Production - Medium
         (1) I have defined pre-production high to be:
            (a) Delivered by the end of March
            (b) Changes affecting UI is desired
         (2) I have defined pre-production medium to be:
            (a) Delivered between April and July
   c) Data Migration Activity / API Development (Robin)
      i) Requisites
      ii) Database Migration plans
         (1) Next Banner Migration - Dec 11
         (2) Migration for Production - ?Mid to end of June? (depending on go-no-go production decision on April 1st)
   d) Banner Integration discussions - Lisa Imai
      i) Is there a KualiCo document that defines what each field was intended to be used as?
         (1) Kuali Co is working on the document
            Initial Sample:
Panel #1

**Title:** None

*Proposal only Panel:* Yes

Screenshot of Panel 1

**Subject Code**

*api name:* subjectcode

*gadget type:* text box

*other:* this field will populate the header

**Number**

*api name:* number

*gadget type:* text box

*character count:* 5

*regex:* Can use 1-5 letters or numbers

*regex message:* Must be 1 to 5 digits

*other:* this field with populate the header

**Title**

*api name:* title

*gadget type:* text box

*other:* this field will populate the header

ii) “Course status” definitions

iii) Contact hours for 4 year campuses

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e) Pilot Campuses

i) Go-no-Go Pilot (Nov 30)

(1) Kapiolani Decision

(a) Piloting LLL and Social Sciences in the month of December

(b) a minimum of 1 new regular course, 1 new experimental course, 1 new topic for an existing alpha course, 1 update for a regular course, and one update of a program

(2) Kauai Decision

f) Go-no-Go Production (April 1st)... Production Date (June 1st)

g) User Interfaces (UI)

i) Campus specific work to occur regarding Course/Program Forms

ii) Concern reported to KualiCo regarding historical information.

(1) What happens if our UI changes over the years? What happens to the underlying data?

iii) UI finalization - Suggested by Pete by February?

h) Access - Authentication and Authorization (Shib with Kuali)

i) Issue with users with email aliases - KualiCo

NEW SHIBBOLETH LOGIC: We’ve been collecting a lot of feedback on how our Shibboleth login works, specifically about how we handle email addresses and usernames. We’ve decided to make some small, but important changes. Please note that these changes do not affect existing Shibboleth users. They only make things better and easier. Here are the changes:

- The email field is no longer required
- When matching a Shibboleth login to an existing user, in addition to the unique shibboleth id and email, we now attempt to match on the username field as well. If we don’t match on any of those, we create a new unapproved user as we have previously.
- You can now add “pre-approved” users using their username or their email address.
- When auto-creating a new user from a Shibboleth login, we will store the username portion of the unique Shibboleth id in the username field. For example, if the Shibboleth id is john.smith@hawaii.edu, we will store john.smith in the username field.
- On first creation in addition to First Name, Last Name and Email, we will attempt to load the Display Name if it is found.
- The username field is now the only non-editable field for existing Shibboleth users. All other fields can be overwritten and will not change on subsequent Shibboleth logins.
We’re confident these changes will make our Auth service more intuitive and easier to work with. If you have any questions, concerns, rants or raves, I’d love to hear them.

i) Testing Activity/Suggestions - share and talk about Google doc/spreadsheet
   i) Allow Campuses to share suggestions - New Tab created on Tester Feedback Document
      “Campuses’ Testing Comments”

j) Programs (campuses that plan on using Kuali CM for Programs should be sure to test Program Functionality as soon as possible)
   i) Notes from email survey
      [https://docs.google.com/a/hawaii.edu/document/d/1z3xqqQvjsvBH8xDWrgqFXZ4eLD-c4A230onksYOcl/edit?usp=sharing](https://docs.google.com/a/hawaii.edu/document/d/1z3xqqQvjsvBH8xDWrgqFXZ4eLD-c4A230onksYOcl/edit?usp=sharing)
   ii) Has anyone tested the Program / Course Dependency analysis?
   iii) Kapiolani is planning on using Kuali CM Program to assist with Preapproval process of New Programs
   iv) UH-Hilo presently uses Curriculum Central to prepare for ATP and approve new Programs

k) Other Items
   i) HSI Conference (Mar 4,5 2016) - should we have a session? Deadline to submit proposal Dec 11, 2015.
   ii) Proposal Groups
      [https://docs.google.com/a/hawaii.edu/document/d/16hLu8zqFKHqbw9eAnrzBnLqYvptPhUXEv0_t4KqVpk/edit?usp=sharing](https://docs.google.com/a/hawaii.edu/document/d/16hLu8zqFKHqbw9eAnrzBnLqYvptPhUXEv0_t4KqVpk/edit?usp=sharing)
   iii) Course Subject Code Changes

4) Campus News/Announcements/Testing Experiences
   Maui, Kauai, Hilo, Manoa, West Oahu, Honolulu, Kapiolani, Leeward, Windward, Hawaii

5) Future Meeting Schedule:
   January 11, 2016 (may be an email announcement)
   February 8, 2016
   March 14, 2016
   April 11, 2016
   May 9, 2016
   June 13, 2016
   July 11, 2016

*All meetings are face to face from 1:00 pm - 4:00 pm; neighbor island sites via polycom
*All meetings are held at UHM, Bachman Hall, Room 113, unless otherwise noted.