**CDS Task Force Call Summary for Feb. 7, 2012**

**Participants:**

Brian Allison, USA Funds

Jam Hamidi, BCCampus

Jeff Alderson, ConnectEDU

Joseph Giroux, CCC Technology Center

Leisa Wellsman, OUAC

Mark Cohen, Docufide

Nick Nelson, University of Phoenix

Romy The, XAP

Sudeep Unhale, ConnectEDU

**Process Flows for Pre-approved Transaction Payments**

Joseph presented process flow diagrams describing cases where documents are either pushed or requested and fees are charged against pre-approved debit accounts or record for future invoicing. A discussion evolved regarding the scope of the project and the nature of its services.

Discussion summary:

Services should include a Service Fee Schedule Service that provides information regarding delivery timeframe, cost and file format that can be used by the originator to select the routing of a transaction. The originator may then choose I preferred routing based on these factors (e.g. lowest cost routing). The origination may include transaction fee information such as a waiver or other financial flags. We should try to use the existing PESC standards for such financial information, in particular PESC’s ‘OrderFeeType’ and ‘ApplicationFeeType’. Currently TranscriptRequest does not include fee elements but TranscriptResponse does include some fee-related elements. Jeff Alderson presented a set of more detailed phased process flow diagrams that describe some of the service interactions. At this meeting several attendees expressed a preference that the collection of fees should be outside of the project scope. However the system should provide for reporting of information necessary to support the collection of fees. The group agreed that the next step is to list of services describing role, the inputs and outputs of each.

**Action Items**

* Develop a set of high-level service descriptions including role, inputs and outputs.

**Next Meeting**

The next meeting will be **Tuesday, Feb 21, 2:00 pm Eastern/11:00 AM Pacific via CCCConfer**