**Minutes - CDS workgroup meeting in-person @ PESC Conference Thursday, May *1, 2014***

***Next Meeting – Friday, May 16, 2014; 10:00 a.m. PST***

Next meeting: 1-888-886-3951; code 956912  
Go to <www.cccconfer.org>  
Title: RECURRING PESC CDS Taskforce Meeting

***Project Websites:*** <https://sites.google.com/site/pescedexchange/>

***And*** [***GitHub\_PESC\_CDS***](https://github.com/pescCDS/cdsWebserver)

Attendees:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Tim Calhoon | CCC Tech Center / Co-chair | X |  | Mark Cohen | Parchment / Co-chair | X |
| Doug Falk | NSC / Co-chair | X |  | Mark Strickland | Scrip-safe | X |
| Lenny Robison | CCC Tech Center | X |  | Monterrey Simms | U. of Phoenix | X |
| Jeannette Miron | Canadore College | X |  | Curtis Fuhrman | Info Careers | X |
| Jason Weaver | Parchment |  |  | Leisa Wellsman | OUAC | X |
| Jeff Elliott | U of Missouri Syst. | X |  | Jim Wager | Scrip-safe | X |
| Rajeev Arora | Parchment | X |  | Bonnie Stoneking | ASU | X |
| Parker Neff | Unicon | X |  | Marc Provencher | OCAS | X |

**Agenda:**

* Present current status of EDexchange project
* Solicit ideas and discuss next steps
* Resource options

**Notes, May 1, 2014;**

1. Michael Sessa opened session
   1. Asked audience for objections / confirmation to accept two new co-chairs to join Tim Calhoon
   2. Mark Cohen – Parchment
   3. Doug Falk – National Student Clearinghouse
   4. No objections were raised
2. Project overview slides and discussion
3. Reviewed initial project plan (likely a worst case scenario)
4. Opened discussions about ongoing operating costs
5. Opened discussions on maintenance resources
6. Opened discussions on hosting options
7. Payment between CDS member organizations is not covered within plan nor schema
   1. Vendors present seemed to agree this would be outside business discussions
8. Request made from Tim for developer resources and / or project funding:
   1. NSC – 50% of one developer (within a couple months TBD)
   2. Parchment – 50% of one developer (within a couple months TBD)
   3. CA Community Colleges – 100% of one developer
   4. BCCampus – (not present but Tim thought that Jam may be willing to provide 25% TBD)
   5. Credentials – (not present but Tim thought they would be willing to provide 50% TBD)
9. Lenny – to post project plan onto website
10. Agreed that work components would be broken into more manageable grouping based on resources available
11. Group will assign person or group to pull all components together
12. Vendors will host their own client servers
13. Discussion about PESC providing hosting services by outsourcing to a third party
    1. PESC was not thought to be the best solution
    2. Need policies and procedures to determine requirements
14. Who will run a help desk if one is needed?
15. Concern raised on how to trust network members and ensure only trusted organizations or institutions were allowed as members
    1. Discussed requiring PESC membership and possibly use that as the initial vetting process
    2. Maybe require new EDexchange members to join with 2 sponsors (like Apereo sponsorship)
16. How will operation costs be covered?
    1. i.e. UT Austin Server costs got too big with no added value
    2. how are resources added to support and how is cost handled
17. Required to prevent non-members from getting copies of WS Directory
    1. Authentication to directory based on Shibboleth and authorization credentials
18. All vendors are already members of InCommon
19. Certificates – verisign or whatever, no preferences
20. Vendors present felt they would send transcripts to other vendors without additional cost to recipient vendor

**Next Steps:**

1. Lenny – post project plan to project webpage
2. Lenny – distribute meeting minutes
3. Attendees: determine if they can allocate resources, allocation %, schedule of availability
4. Determine if Apereo is a resource pool
5. Attend next meeting on 5/16/14 @ 10:00 am Pacific