

Common Process Outcomes & Recommendations Report

Common Process	FA ISIR & Application Processing
Workshop Date	November 7-9, 2017
Submitted to Governance	August 3, 2018
Working Group Review & Acceptance	August 22, 2018
Steering Committee Review & Acceptance	

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1. Scope

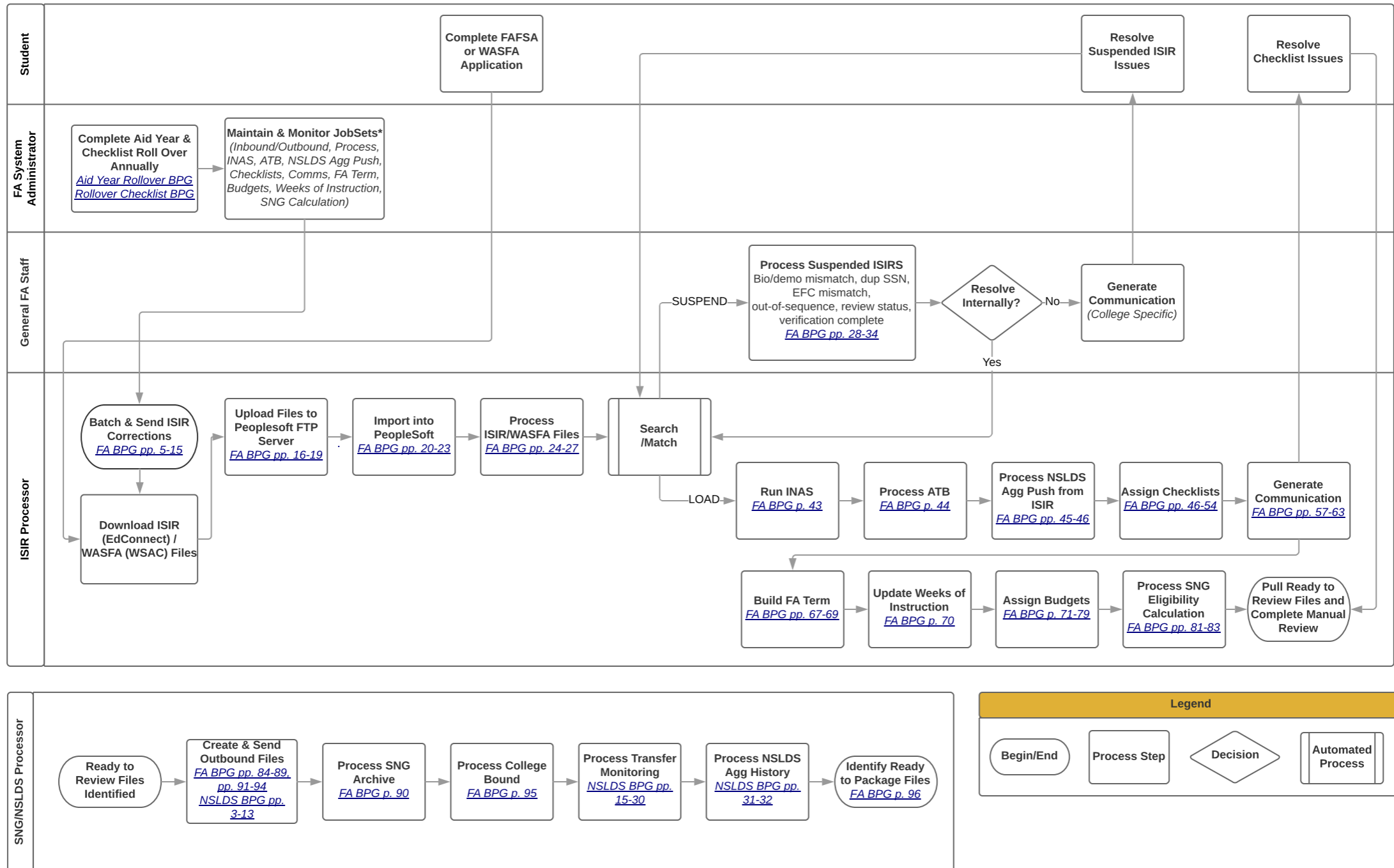
The FA ISIR & Application processing value chain begins with the batching and sending of ISIR correction files and ends with identifying student files that are ready for review, prior to awarding.

2. Participants

Workshop participants included 53 subjects-matter experts from

Bates	Edmonds	Peninsula	Spokane
Bellevue	Everett	Pierce College FS	Spokane Falls
Bellingham	Grays Harbor	Pierce College Puyallup	Tacoma
Big Bend	Green River	Renton	Walla Walla
Cascadia	Highline	Seattle Central	Wenatchee
Centralia	Lake Washington	Shoreline	Whatcom
Clark	Lower Columbia	Skagit Valley	Yakima
Clover Park	North Seattle	South Puget Sound	
Columbia Basin	Olympic	South Seattle	

3. Common Process



*Colleges may opt to run on-demand, individual jobs to complete each process step (when available) or utilize Job Sets to combine jobs and schedule on a recurring basis.

4. Recommendations

There were no recommendations made by workshop participants.

5. Voting Records

Voting to accept the developed FA ISIR & Application Common Process was conducted by voice vote. Participants adopted the FA ISIR & Application Common Process unanimously without dissent.

After the workshop, participants reviewed and revised the specific wording of the recommendations over email and WebEx. A follow-up presentation and confirmation of the Common Process was made to the workshop sponsor, Kurt Buttleman (Seattle), via WebEx after the completion of the workshop.

6. Testing Records

FA ISIR and Application Common Process Testing was not completed due to limitations with importing/exporting ISIR, Washington State financial aid application, and other external data files in the TR1 testing environment.