SA Academic Advisory Committee (SAAAC) Meeting

April 17, 2013

Minutes

Attendees: Yvette Mozie-Ross, Pam Hawley, Arnold Foelster, Joe Kirby, Michele Bulger, Amanda Knapp, Catherine Biewlaski, Mariama Magona, Jessica Hammond, Michael Dillon, Sue

1. Project Updates (Y. Mozie-Ross, A. Foelster)
* Yvette reminded members how projects are created –
	+ during SAAAC meetings, members will share ideas/suggestions raised by colleagues;
	+ ideas/suggestions will be noted in SAAAC meeting minutes;
	+ ideas/suggestions will be discussed by group
	+ ideas/suggestions endorsed by group will be logged in Project Tracker
	+ IT will assess the feasibility of the project and report back to SAAAC.
* Specializations are now available through Advising Profile. Also the photos are available in Advising Profile. Yvette asked Ken to communicate this to the rest of the advising community.
* Pam mentioned that Graduate school is on target to bring up Degree Audit up live for some programs this Fall.
1. Discussion: Making Advising Notes Available to Students (K. Baron)
* Ken discussed the outcome of the last advisors meeting. There was enough forward moving discussion to move forward with exploring the feasibility of making advising notes available. Ken has researched and found that other PeopleSoft schools are making notes available to students. Next steps would be the technical aspects, the functionality and how it would look and what the implications would be, length of time it would take. How could the Advising community be a support in this project? Concerns mentioned were whether advisors would choose not to use this it altogether and what impact this will have on the strides we’ve made thus far. . Some believed it will be more time consuming especially if you want to make sure that the notes are not negative but still get the point across. Positive response was that time spent up front helps in the end. If there are notes available it helps the next person who will be advising. It also helps with policy. Will be checking with the legal department. Once these concerns are addressed we will push forward with implementation. It would be helpful to students to have the notes available so they can see what advisor has advised rather than student forgetting what was mentioned to them. Can not make it a requirement but make it so compelling that everyone will want to use this feature. Any additional recommendations can be addressed to Ken or Yvette.
1. Highlights of College Scheduler: Student Class Scheduling Application (N. Czarnota)
* Nate is at a conference. No report.
1. Demo of HighPoint Mobile Application: Mobile Enabling SA Functions (A. Foelster)
* Phone presentation of mobile application demo. Demo was more for faculty rather than for students. Web based product that can be accessed by any phone with web accessibility. Not an app that needs to be downloaded. Shows course catalog, class search, campus map, news, alerts, calendar, etc. All can be customized. Use your PeopleSoft log in. More room on laptop or iPad so there can be a Faculty/Staff Center where you would not see it on the phone version. Follow same security as you would have in PeopleSoft. Can pull up teaching schedule and exam schedule, class roster which will include photos, grade roster, view advisees, search a student. When you choose looking up student you can do it 3 ways – ID, username or name. Can track a class and see how many seats have been taken, how many seats are still available, etc. In class roster you can email all your students or just one or two, whomever you have chosen. Can not text through this program because there are issues with who cell provider is and how many text messages can a student receive before having to pay for them. Right now you can message the student in the program itself. The student will see that they have messages and they can read them there.
* If there are any additional questions send to Arnold Foelster.
* We have been looking for ways to have mobile applications for students to use. They are certified with Oracle. Contract is in legal department right now.
1. Review of Student Concerns/Issues (G. Calvin/B. McCullum/Y. Mozie-Ross)
* Have been having conversations with Grace Calvin to go over the student wish lists/concerns.
* Also have been invited to a Town Hall meeting to hear feedback from students, some of which touched the PeopleSoft system.
1. General Discussion, Concerns, Feedback
* Amanda – incomplete grades. Are there any additional capabilities in PS that would allow instructor to put more detailed information concerning the options to complete an incomplete grade that would be populated in the advising center.
* Student would “clear themselves” saying they understood their degree audit so they have a better understanding – acknowledge that student understands their degree audit, the class deadlines.
1. Discussion Items for Next Meeting (Wednesday, May 6th @ Noon)
* Have Jack Suess or John Fritz talk about how blackboard will interface with PeopleSoft and HighPoint.