SA Academic Advisory Committee (SAAAC) Meeting

February 11, 2016

12 noon - 1 p.m.

AD 611

Minutes

Attendees: Cathy Bielawski, Melanie Berry, Joe Kirby, Jonathan Kindred, Yvette Mozie-Ross, Ken Baron, Julie Murphy, Julie Murphy, Pam McKinnis, Linus DasSarma

1. **Update: IPAS Approach & Plan** (P. Hawley/K. Baron/A. Foelster)

DoIt has secured College Scheduler. Arnold is in the process of applying this so that it can be tested. First test the behind the scenes users like Registrar and Advising. See what customizations will need to be made. Second phase will be to put it out to the Advisors. A student has been hired on an internship so that she can get the students input on this product. The goal is to roll out the scheduling piece by Fall 2016 registration. All details of what will be rolled out have not been determined.

This will be the first building block where students can conduct searches of the schedule of classes. This will take into consideration the students constraints, such as work, other classes, etc. Once these parameters are entered by the student, this program will give several scenarios to the student. In conjunction with College Scheduler, it will create a planner for the remainder of the student’s time at UMBC. It will look at degree audit, any credits that the student has transferred in. It will build out the student’s plan for completion of degree. Ken, Arnold and Pam will be working with the Advising community to get their input and wish list for the layout of the page. Will include alerts for both the Advisor and student. Ken, Arnold, Pam and Ralph will meet to schedule all tasks that need to be done.

There is a company that is working on creating a form of degree audit to analyze the students registration and grades to determine whether the student needs to consider switching their major or minor. UMBC will collaborate with this company to show them what we are working on and what our vision is.

1. **Update: Improvements to Unofficial Transcripts** (P. Hawley)

This is on track to go live in the Spring or Summer of 2016. The unofficial transcript will now look like the official transcript. Now instead of 8 pages of information it will drop down to 2 pages.

1. **Update: Incomplete Grading Project** (P. Hawley/A. Knapp

Pam and Amanda have piloted this project with about 60 advisors and now will solicit feedback from these advisors.

1. **Update: Permissions Page Updates** (A. Foelster)

Presented the document that Arnold created for Permissions Page. Pam will let Arnold know what her concerns are since Arnold was not at this meeting.

1. **Review of Student Concerns/Issues** (L. DasSarma/Y. Mozie-Ross)

-are minutes updated on the group page?

-when do Advising Notes go live?

Ken has indicated that it would March 7, 2016.

Communication needs to be communicated to the Advisors.

What is the strategy for the roll out?

* Cathy indicated that an instructor asked if the final grade roster was indicating nicknames of students making it difficult to determine who the student is. PS uses preferred name rather than the official name.

**ACTION ITEM**: Arnold needs to check why the final grade roster is showing the student’s nickname.

1. **General Discussion, Concerns, Feedback**