SA Academic Advisory Committee (SAAAC) Meeting

September 21, 2016

12 noon - 1 p.m.

AD 611

Minutes

Attendees: Yvette Mozie-Ross, Jack Suess, Pam Hawley, Pheng Xiong, Darrien Schiffmen, Marie deJardins, Ralph Caretti, Ayatunde Okosolubu, Michael Glasser, Collier, Amanda Knapp, Linus, Whitney Ames, Arnold Foelster

1. **Update: IPASS** (C. Jones) – Interactive Planning Academic Student Success. Allows students to see further than just one semester. Allows university to also communicate directly with the student. Take the degree audit module and making it more graphical – more visual to help students reach their degree. This will also help advisors advise students better. Use it as a planner that will work with College Scheduler.
2. **Update: Prerequisite Audit** (P. Hawley) – PS did not deliver a prerequisite audit at that time we went live. We have created a customization to address this process. But with each bundle it would break this customization. PS is now delivering this product and we will be using it. It will catch students who did not take or pass the prerequisite so that we can notify them that the next course that needed a prerequisite will be dropped. This process will notify the student before dropping the class. Marie's department is willing to test this process.
3. **Update: Change on Class Permission Page** (A. Foelster) – All reason boxes are now visible on Class Permission page so that professor or advisor can see them. Is in Production now.
4. **Update: Syllabi Archiving** (A. Foelster) – Requested by students so they can see all syllabi for a particular course.
5. **Update: Incomplete Contract** (A. Knapp/P. Hawley/A. Foelster) – Incomplete contracts are being used. It can be seen in the advising notes. This project should be live for Fall 2016 semester grading. The contract is still optional. Yvette suggested that a communication go to faculty that are not using it to remind them that this functionality exists. A reminder communication will be sent to student indicating they have not completed the course 30 days in advance. Marie would like a way to see all the students in her class that have an I grade.
6. **Review of Student Concerns/Issues** (L. DasSarma/Y. Mozie-Ross) – Preferred Name communication went out in Insights but what is the policy with the student's Campus Card. No decision has been made whether there would be a charge if student wants to get an updated card. Preferred name will not be used on any official university documents, i.e. transcripts, diploma, payroll, etc.
7. **General Discussion, Concerns, Feedback**