SA Academic Advisory Committee (SAAAC) Meeting

November 20, 2013

Minutes

Attendees: Yvette Mozie Ross, Molly Burdusi, Ken Baron, Joe School, Arnold Foelster, Collier Jones, Amanda Knapp, Pam Hawley, Melanie Berry, Catherine Biewlaski, Michele Bulger, Steve Smith, Nate Czarnota, Jeff Martens, Ann Brodsky

1. Project Review (Y. Mozie-Ross, A. Foelster)

**Open Projects**

 #386 – Assign Advisees to Advisors

Ken is continuing to work on document and should have it completed by the first of 2014.

 #733 – Provide Faculty Access to Historical Rosters and Class schedules

 On hold until positions are filled in Registrar’s Office.

 #717 – System to View Course Transferability from other Colleges

 Steve indicated implementation has begun. Should be available by Spring, 2014

 #724 – Mechanism to Archive and Retrieve Historical Schedule of Classes

 On hold until positions are filled in Registrar’s Office.

 #912 – Mobile Enable the SA System

Arnold announced that a soft go-live has occurred for Winter 2014 registration. Melanie Berry indicated that her son used the mobile app and was pleased.

 #971 – Open Advising Notes to Students

Meeting is scheduled for next week. Results of meeting will be presented at our December 11th meeting.

 #780 – Allow Faculty and Students to find Repeatable Classes

Nate working on report to identify these classes and change the course description to reflect this.

 **Closed Projects**

 #391 – List Terms in Schedule of Classes in Chronological Order

Committee agreed to limit the number of terms that appear as choices in the schedule of classes rather than showing terms in chronological order. Effort for DoIT was to large. Will now show - current term - most recent past term - most recent "like" term - next regular term- next special term. Also, user can change their default semester in Advising Center.

 **Future Projects**

 #723 – Search for Classes that Don’t Require a Pre-Requisite

Arnold to research if this can now be done with new delivered functionality in class search with new Bundle.

 #332 – Student Schedule

Representative from College Schedule is working with SGA to schedule a presentation to the group. Next step will be to find funding.

 #344 – Online Grade Change Process

 Will be available when eForms are made available.

 #397 – Display Mode of Instruction on first page of Schedule of Classes

Yvette working with committee to determine proper definition of all modes of instruction offered at UMBC.

1. Discussion: QuiZero Scores in Advising Center (P. Hawley)

 Dr. Nagaraj from Math Department has contact Ken & Pam about a project he wants to work on. Tests that are given to Math students that assess their skill level. When student show weaknesses the department contacts the students and advise that the student …SA take results of tests and add them to Advising notes so advisors can be made aware of this communication to students. Pam bought this to this committee to get their buy-in. Committee agrees to move forward with this with some additional information, i.e. what are the scales of these tests, etc. Ken will be the sponsor of this project. We will add it to the projects and we will scope the project.

1. Leveraging myUMBC Groups to Communicate w/ Large Groups of Students (C. Jones)

 We have invited Collier to present on myUMBC groups so that advisors can send notifications to large numbers of students. Two handouts were given out, Groups Overview and Institutional Groups Overview. In Institutional Groups you can upload a roster of students that will stay stagnant. Can be You can add people by major or minor and it is updated every 6 hours. Work with Collier to establish the group. As soon as the student is no longer a UGRD or GRAD affiliation they will be dropped from the group. They would like to see this as a replacement to departmental mailing lists. You can also list any updates for the group. You can also set how often you are notified. In the updated version of myUMBC groups you will be able to view statistics.

1. Review of Student Concerns/Issues (G. Calvin/Y. Mozie-Ross)

One student was in attendance but had no concerns/issues.

1. General Discussion, Concerns, Feedback

No discussion

1. Discussion Items for Next Meeting (Next Mtg – Dec.. 11 at noon)

No discussion