SA Academic Advisory Committee (SAAAC) Meeting

November 12, 2014

Minutes

**Attendees**: Arnold Foelster, Pam Hawley, Michael Glasser, Melanie Berry, Catherine Bielawski, Michele Bulger, Steve Smith, Yvette Mozie-Ross, Jack Suess, Julie Murphy, Joe Kirby, Irma Williams, Linus DaSarma, Jeff Martens, Kevin Joseph, Ken Baron

1. **Update: Change Sender Email to Name vs. Campus ID** (A. Foelster)

Arnold updated the group that the primary user name is now in production so the email will show [username@umbc.edu](mailto:username@umbc.edu). Currently only updated for faculty to see how it is working. It is working from the class roster.

1. **Update: Incomplete Grading Project** (A. Knapp/A. Foelster)

Mechanism to establish an agreement for all students in your class for which you will be assigning an I grade.. Student would be able to see the agreement but will not be able alter it in any way. Also showing all terms of the agreement, all things that student needs to complete in order to avoid the I grade automatically converting to an F grade..

1. **Update: Satisfying Two Requirements Look Up** (A. Foelster)

Under “requirement type” should we add “and”/”or” as an option? Default should remain an “and” and we will add the option for “or”. Will this confuse students where they would assume that the classes will fulfill the requirement for different GEP? Jack suggested that a line should be added that warns the student that they should be cautious when looking at the results. Registrar office will draft a “caution” message?

1. **Update: Fine Tune Repeat Checking** (Y. Mozie-Ross/A. Knapp)

The Academic Standards Advisory Group (Chaired by Amanda Knapp) has established a work group, led by Nancy Miller, to look at the repeat policy. As a reminder, there are many challenges implementing the current repeat policy. PeopleSoft has not been able to accommodate our current policy. Before investing further in the system we are using this opportunity to re-examine the policy to ensure it is doing what it was intended to do. Project is stalled until the work group has come back with recommendations.

1. **Update: Displaying Student Groups & Student Attributes** (A. Foelster)

Arnold updated group that there are certain student groups that may not be used by many users . These groups will be surpressed in the advising center.

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

Student Representative Linus DeSarma would like to know if advisors notes will ever be available to the student. He indicated that he had some AP classes that were to be brought in but he had no way of checking to see if they came in. He believes if he had access to advising notes he would have seen them.

Linus spoke about student concerns. Are there any 3rd party IPI like scheduling patterns to help facilitate getting information to create study groups for students? Kevin said that this information is available in REX and can be sent to anyone on a daily basis.

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

Pam has mentioned that there has been progress on the batch assign advisee project. By December there should be something to bring to this group for batching assigning new advisors, remove an old advisor without losing history and the ability to look up who you have assigned to advisors.

Catherine would like to know if there is a way to see the student’s enrollment appoint when she is advising them. Pam indicated that it would be a customization because PeopleSoft does not provide that in the Advising Center. Only student can see it in Student Self Service. It would also be helpful to have the link to the registration tutorial in the email that goes out to the student.

When in the Advising Profile sometimes when you enter the student’s user ID you get a list of hundreds of IDs when the results appear. Pam suggested that if it happens again, they should take a screen shot and put in an RT ticket with the screen shot.

1. Discussion Items for Next Meeting