SA Academic Advisory Committee (SAAAC) Meeting

September 15, 2015

12 noon - 1 p.m.

AD 611

Minutes

Attendance:

Yvette Mozie-Ross, Cathy Biewlaski, Taryn Bynes, Melody Simmons, Kevin Joseph, Michael Glasser, Linus DeSarma, Ken Baron, Arnold Foelster, Pam Hawley, Molly Burdusi, Joe Kirby, Michelle Bulger, Simon Stacey, Jonathan Kindred, Taryn Bayles

1. Introductions
2. **Fall 2015 SAAAC Deliverables** (A. Foelster)

The projects that doIT will be concentrating on and should complete this academic year:

 -syllabi archiving

 -making advising notes available to students

 -incomplete grading

1. **Discuss: IPAS Approach & Plan** (Y. Mozie-Ross/A. Foelster)

Integrated Planning & Advising systems.

This will leverage advising systems to provide more information for advisors on their success rate to show the student’s progress.

This will be a 3 year plan – Creating Pathway will be Phase 1. Deploy scheduler will be Phase 2 (Spring for Fall registration) and pathway to a planner that will be integrated with Degree Audit (Fall for Spring registration) will be Phase 3.

This will also create early warning signs to students. It can also place “badges” to show student competencies for example.

Students would like to make sure that the navigation to this product will not be buried in pages and difficult to find.

Registrar’s Office is working on College Scheduler that will allow the student to get different scenarios of their schedule availability after they put in their work schedule, what Gen Ed classes they still need, etc. This can also be viewed by the advisor so they can help with advising their advisees. Will also allow Registrar’s Office to promote some classes that may not be filling in – it will be listed as a suggested class for student to enroll in. When student selects a certain scenario those classes can be populated in the students shopping cart that can be put into their enrollment page.

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

Official transcript were modified a few years ago and now we will be doing the same with the unofficial transcript. Anticipate that work will be completed during the course of the Fall 2015 semester.

1. **Update: Making Advising Notes Available to Students** (K. Baron/A. Foelster)

Student will see the same view as the advisor does and the advisor will see the same view as the student. Use the Fall 2015 semester to do training on advising note protocols and PR work to inform campus community. Will be able to use in the Spring 2016 semester for advanced Fall 2016 registration.

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

Would like to pilot this during the Fall 2015 semester with select departments. Melanie Berry and Michelle Bulger said they would go back to their department and ask if their department would be willing to volunteer for this project.

1. **Update: Syllabi Archiving** (A. Foelster)

To date there are approximately 100 syllabi already uploaded from Digital Measures.

The syllabi can still be labeled private if instructor doesn’t want it to be shown. The

link to the syllabi will be in myUMBC. Yvette said she would prefer that it be more

Accessible. Should be made available in the Spring 2016. Yvette suggested there be more communication to the faculty

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

Linus suggested that instead of making the option to change the language from “Keep

Syllabi Private” to just checking a box that will make the notes private.

Also wanted to know if the syllabi that is on Blackboard is the same as Digital

Measures. Can there be a message in Blackboard letting the faculty member know

they can also upload the syllabi to this new site.

He also asked if the wiki information can be updated. Yvette said we are currently

working on updating all documentation.

1. General Discussion, Concerns, Feedback
2. **Discussion Items for Next Meeting**

Melanie asked if the Permission Page can be made open instead of asking for

information on different tabs now. Can the columns be all displayed rather than

having to expand the columns as a default. Arnold will work on this project.