

Illinois State University

AAC Technology Subcommittee

May 13, 2019 9:00 am

Moulton 102-C

Agenda

Present: Amy S., Ashley B. Liz C. Patrick M., Wendi W., Raz S. Derrek D., Amanda P., Mindy K., Grace J., Jess R., Alan L., Jane K.

Excused: Ryan G.

Old Business:

- Approve minutes
 - Approved
- Degree Audit RFP Check-In
 - Jess: No Update
- Appointment Manager Outage: 5/15 5-7PM
 - Patrick: Old link will work, but Advisors must look for new link in AM
 - Wendi: Advisor Auto-Assign has AM links
 - Alan: send email to listserv on 5/20 to look up new links

New Business:

- Summer/Fall Meeting Dates
 - Wendi's proposed date times 6/10 1-2PM; 7/30 9-10AM
 - Fall AAC to meet on Thursday 9-10:30AM, will have to avoid
 - 11-12 1st Thursdays (9/5) – Alan to MLT 102 availability
- Registrar Rep going forward
 - Adding Crystal as rep
- Coordinate/sponsor Waitlist training with AAC PDT
 - Alan follow up with Tracy, cc Wendi, try to time with Fall Advisor Day (9/13?) as mini session
- TDAS Replacement (Slate)?
 - Jess: Yes Slate. TDAS replaced by end of August.
 - Wendi/Raz/Liz: to add to Fall advisor day
 - Mindy: Will be online, careful not to double book in Outlook
 - Patrick: access TBD

Items for the good of the cause?

- Ideas brainstormed:
- Wendi: should we revisit Formstack as an Override Request? It is not designed to handle current traffic.
 - Approval versus Confirmation emails
- Does Waitlist reduce override requests?
- Auto-generated emails to be reviewed
- Wendi: Course Finder linked to Override Requests
 - Wendi to contact Crystal on override requests to ask questions
- Mindy: meeting may be in order – review current version, but also to identify if it meets needs
 - Mindy will look up former steering committee
- Jess advises to include Amy Hurd and Amelia for meeting (retention issue)
- Students having issues enrolling quickly on their date
- Jess: no backup for Crystal (yet)
- Ashely is on the advising wiki – first meeting end of May
- Jess: Plan of Study review email
- Semester by Semester to edit? To be discontinued or not?

Next meeting: TBD