

## **Academic Advisor Advisory Committee – Technology Sub Committee**

### **Meeting Minutes – February 12, 2009**

Members Present: Darryl Craig, Deanna Deatruck, Nancy Jakubczyk, Mary Leung, Jess Ray, Abby Reel, Maureen Smith

Approved minutes from 1/29/09

Jess Ray had nothing to report

Wiki – [wiki.ilstu.edu/advising](http://wiki.ilstu.edu/advising)

University College reported wiki is not fully edited. You must use your Ulid/Password to log on. It is housed A-Z format. It will be stored in one place but pulled from several offices on campus. This will be a collaborative project allowing all advisors access. Committee had concerns regarding who to contact for technical advising if there are problems.

Task Force-Submitting Sub/Waivers Electronically

Project is currently on hold. There has been no opportunity to review it. Project will be introduced to staff when all components are completed.

Apply to Your Major

University College is starting to develop an 'Apply to Your Minor' site, which will be an addition to the 'Apply to Your Major' site. It is not clear yet how to handle minors that share departments.

Grades First

Committee would like to invite Amelia Noël-Elkins to the February 26<sup>th</sup> meeting for a follow up on Grades First. Grades First target students through specific courses. This allows early feedback for completion of certain requirements, and helps Financial Aid and Athletics with compliance issues. Hopeful Grades First will eventually replace APA. APA is currently used as an early alert system to identify students potentially headed towards probation.

## Goals/Concerns

Concern was voiced about Summer 09 Schedule posted online and how changes to schedule affect student planning. Any concerns regarding Summer 09 Schedule should be directed to Danielle Lindsey.

There seems to be technology issues surrounding access to student photos. The question of whether student photos are necessary to do the job remains unanswered. Comptroller reviewed project and is moving forward with it.

SharePoint is taking a great deal of time for AIS to complete. Advisor portal and other projects currently in progress are moving slowly, and committee would like an updated report. Report may assist committee with the task of cleaning-up any remaining loose ends.

## Future Goals

Committee members need to review Provost Task Force on Advisement and consider future projects to bring to the table for discussion.

Committee suggests meeting once a month instead of twice a month.

Meeting adjourned at 9:00a.m.

Next Meeting February 26th