

## AAAC Technology Subcommittee Minutes

September 25, 2008

Members Present: Darryl Craig, Deanna Deatrick, Jody DeCremer, Nancy Jakubczyk, Jess Ray, Diane Skidmore

Darryl called meeting to order 9:00 am.

Minutes from August 28<sup>th</sup> meeting were approved.

- The committee reviewed the document for AAAC, “Technology Subcommittee Accomplishments for 2007-2008”. Darryl will make minor revisions to the document and send to committee members for approval before sending on to AAAC.
- Issues surrounding the use of “Course Offerings” vs. “Course Finder” were discussed by the group:
  - Jess stated that the university can only support one of the 2 systems. But there is no timeline for removing “Course Offerings” as yet.
  - Textbook reporting by the Registrar’s Office, mandated by federal regulations, makes using the Course Finder system essential.
  - Having an easy to use system keeps students responsible for their own academic planning and meets advisement goals put forward by the Provost’s Taskforce on Advisement.
  - Advisors expressed concerns that “Course Finder” in its present form, creates time challenges for instructing students in the effective use/ functions of that system during regular and transfer advisement appointments.
  - Jess indicated that there are “pre-canned” queries, mirroring the 3 searches in “Course Offerings” (Department Courses, General Education Courses, and IAI Courses) could be used to enhance “Course Finder”.
  - Additional queries could be added to “Course Finder” to create a system with more functionality than is currently in “Course Offerings”. Ideas proposed were; lists of Global Studies courses, 2<sup>nd</sup> ½ semester courses.
  - Jess said that the display output of the “Course Finder” system could be changed to a more readable format.
  - Jess will talk to IWS (*Instructional Web Support*) to create a “mock-up” display of enhancements to “Course Finder” to bring back to the committee.
  - Committee members are asked to think of other “pre-canned” queries that could be added to “Course Finder” that would help resolve advisor concerns about the new systems functionality.

The meeting was adjourned at 9:55 am.

Respectfully Submitted by Diane Skidmore