

UAN Advising Technology Subcommittee: General Meeting
December 18, 2024 | 9:30 – 11:00
Location: Teams

Meeting Agenda

I. Welcome

- a. Checking in:
 - i. Pre-Winter Break, Final Grades, End of Semester
 - ii. Comments, Kudos, Reflections, Celebrations
- b. Other important issues
 - i. Confirming meeting notes from November 2024
 - ii. Requesting final approval to release the USC All Advisor Technology Survey to senior leadership approval based on updates made to previous conversations
 1. Does the form need to be restricted to USC login or is a fully open survey fine?
 2. Comments
 - a. Opening up a comment box to new goals
 - b. Changing comments to long form
 - c. Considering all recipients
 - d. Identifying College affiliations?
 - e. What are the goals for the survey results? - Revamping strategic plan, bringing discussion points to committee, and then making improvements
 - f. How do advisors answer regarding their USC experience or Tier versus College? (Less than 1,
 - g. How do we consider advisor responses per advisor length of time in service? (K.P.)
 - h. How does one balance perception (observations) and reality (data)? Which of the current goals can be answered using already existing data? (M.D.)
 - i. What concerns are there about nuance? When does a survey become to big or too complex? (S.M.)
 - j. Planning to reevaluate the survey in January and then considering next steps
 - iii. Meeting invitations for Spring 2025 (forthcoming)
 - iv. Spring 2025: Key Semester Information
 1. Classes begin: Monday, January 13
 2. Dr. Martin Luther King, Jr. Service day: Monday, January 20
 3. Last day to ADD/DROP (W deadline): Tuesday, January 21
 4. SSC Course data available: Friday, February 21, 2025
 5. Spring Break: March 9 to 16, Sunday-Sunday
 6. Last day to withdraw (WF deadline): Monday, March 31
 7. Priority Registration/Grad students: Week of Monday, April 7
 8. Regular Registration: Week of Monday, April 14
 9. Date-Driven Restrictions – First Update, April 18, Friday, 9:00 a.m.
 10. Date-Driven Restrictions – Second Update, April 25, Friday, 9:00 a.m
 11. Last day of classes: Monday, April 28

II. The Round Table

- a. Senior leadership conversations: intersections of advising and technology (Dr. Claire Robinson)
 - i. What is Hyland? How will it be used?
 1. Education software that manages records: Registrar, Admissions, Transfer

2. Hyland can provide automation to capture transcript images and gather course information. This is to reduce manual entry and streamline.
 3. Joint access point for Registrar and Transfer teams.
 4. Potentially affords a “one transcript email”
 - ii. CPOS has improved.
 - iii. Looking ahead to 2025-2026
 1. Adoption of Student Educational Planner in DegreeWorks
 - a. A full adoption of SEP would assist greatly with course needs
 - b. Increased student enrollment and increased student retention are creating additional demand for classes
 - c. SEP reports can assist with faculty hiring.
 - d. Mike Dial and Brian Dusel are contacts for SEPs.
 - e. The first phase of reporting is designed to offer a preview of registration needs; a second phase of reporting can focus on dynamic needs.
 - f. HRSM has a strong history of SEP usage and can offer context to interested parties. (S.R.)
 - g. Question: How far out should the SEP be projected? 2 semesters?
 2. Collecting ideas in a strategic way: where are the pain points, improvements, an enhancement dashboard that collects
 - a. Anchoring our asks for technology
 3. UAC updates: Mike Dial’s new role as senior program manager for technology and data
 - b. Financial Aid updates (Joey Derrick)
 - i. CPOS: smooth and manageable for Spring 2025 despite short time between
 - ii. FAFSA:
 1. 25-26 is on a positive start: approximately 20,000 applicants
 2. There are some national issues regarding students with undocumented family members who are hearing news not to fill out certain portions of the FAFSA. Advisors can send student names and IDs to Joey Derrick.
 - c. Registrar updates (Dr. Aaron Marterer) --- (next update in January 2025)
 - d. Degree Works updates (BJ Beckham):
 - i. Please continue to send in curriculum tickets if there are issues.
 - ii. New bulletin (2025-2026) is going to be published soon (by February 2025).
 - iii. Reach Act updates have been made.
 - iv. A Fallthrough report is currently in progress for December 2025.
 - v. Exception notation reports can be generated if those are needed for academic units.
 - e. Advising Technology updates (Brian Dusel)
 - i. EAB Grade report versus Advising Grade Summary report: Please include student IDs to help check.
 - ii. Please continue to log into resources such as Datawarehouse so that access continues.
- III. Current topics and new topics
- a. Open forum for member inquiries: voices and visions for our collective attention
 - i. Grades of Incomplete (S.M.)
 1. What is the workflow?
 2. How are incompletes tracked? What is the communication between faculty/student?
 3. What would be the value of removing the I option from the grade drop-down menu to open a pathway to creating the contact?
 4. What role does the advisor have when an incomplete is assigned? (J.B.)
 5. How do we navigate preference versus required practice? (S.R.)

6. In Banner, the Incomplete resolution date is in the Student Profile // Grade list. Hover over the icon to see. Advisee Grade Summary also has an I sort filter, but that does not offer the deadline.
 - a. Is it possible to add a “Conditions for Removal” field?
 7. Requesting review of this in January 2025
 - ii. Graduation Applications
 1. Certificates require a secondary applications (S.B.).
 - a. Certificates are coded as a degree, but could they be a minor (R.B.)
 - i. That is a Banner set up. (B.J.)
 - b. GARNET is working directly with the Registrar on certificates.
 2. Students can email graduate@sc.edu.
 - iii. Early/Late Walk (revisit in January 2025)
 1. Is the dynamic form still in process?
 2. Is the old form updated?
 - b. Student success concerns
 - c. Generative A.I. in Advising: Revisiting ideas, considering assumptions
- IV. Concluding thoughts
- a. What does advising/USC promise to students explicitly/implicitly?
 - b. How is technology helping us/hindering us from achieving said promise(s)?