

Advising Technology Subcommittee

November 2, 2022

9:30am – 11:00am

Microsoft Teams & SJMC 318

- Welcome
- Updates from the Registrar
- Updates from Brian
- CPoS Student Examples
 - Pre-med student who is majoring in a non-science
 - Student who needs a pre-req that's going to Fallthrough
 - Student with a lot of degree-applicable AP credit who does not want to graduate early
 - Student in the process of applying to DMSB for next year
 - Undeclared students
 - Inapplicable ROTC classes
 - Accelerated Masters students
 - Dual Degree
 - Other
- CPoS Action Items Strategy Planning
 - Organizing priorities for CPoS implementation from an **advising** perspective
 - Answers to questions submitted to CPoS Question Bank, CPoS website with FAQs, advisor training materials, student training materials, communication plan to advisors, communication plan to students, orientation training materials, DegreeWorks interface, DegreeWorks contacts in various units, OTHER
 - Indicate which items are those that the tech subcommittee can contribute to or create materials for

Meeting Minutes

- **Began with updates from Registrar team and Tara Wright**
 - Many of the CPoS questions in the question bank at this point need to be answered by Financial Aid

- Had an opportunity to review the CPoS question bank – many are Financial Aid/compliance related questions
 - CPoS team working on this implementation through a collaborative process – Financial Aid, Registrar, technology team (DegreeWorks and DoIT), Project manager for CPoS, Garrick Queen from the graduate school, etc
 - All Title IV recipients will be processed through CPoS going all the way back to 2015-2016. In order to do this, DW team is returning to 2015-16 catalog/bulletin requirements to ensure scribing in DegreeWorks
 - Committee member asked for clarification on Title IV – federal financial aid, students who receive will have this information in their financial aid award
 - Registrar team is in process of pulling CPoS output reports – reviewing outliers for courses, students, trends – they will be able to share findings from these reports soon
 - Way of doing testing to make sure that the ability to pull the data is functional
 - Scope includes all undergraduate and graduate programs – had to build graduate reports from the ground up
 - They are in the design and development phase, not in the validation phase yet
 - Now strategizing and focusing on miscellaneous programs within CPoS – ie how do programs that fall outside of major, minor, concentration, etc wall within the DW audit and the CPoS report
 - ROTC
 - Scholarship programs
 - Accelerated programs of study and senior privilege
 - Pre-med, pre-law, pre-prof
 - Question from committee member about whether colleges have the ability to meet with DW team to review issues/trends and identify solutions (question from Jillian Bigony)
 - Registrar/DW Team and Jen Tilford
 - Email Tara Wright to set up a meeting
- **Updates from Brian**
 - No big updates to share
 - Banner 9 tweaks are coming and we will review those at the beginning of Spring 23 semester in this committee
 - Brian will try to get us updates regarding the approving tech access emails that have gone out to supervisors across campus in the last week

- Question from committee member – can this be centralized or streamlined?
- **Discussion of cases from [DegreeWorks examples spreadsheet](#)** -- list was generated from example cases supplied by committee members (see above list in agenda)
 - How can advisors be strategic to help students anticipate/plan if they come in with a wealth of AP credit but still want the 4 year experience
 - Suggestion from committee member: developing a UAC advisor training on this topic
 - How we can train advisors to be strategic with students – adding a minor, space for a second major?
 - Accelerated masters and senior privilege
 - Financial Aid already has a manual review process for such students – CPOs shouldn't impact that already in place review process
 - Financial Aid team is already working through scenarios on how to handle students taking pre-reqs for post-graduation goals (pre-med, pre-health, pre-law, etc) -- Financial Aid will be making these determinations and sharing with college units
 - Fallthrough block will continue to be used in DW audit as a catch all
 - Registrar team tested removing the fallthrough section and it created more issues than it solved
 - Where UNIV 101 falls – varies college by college and degree by degree
- **Discussed DegreeWorks Exceptions processes and workflow**
 - When to process exceptions – suggested idea was to modify existing training to teach advisors best practices for doing exceptions for in progress courses
 - CPOs report will be pulled by Financial Aid before first day of classes
 - Workflow practices best handled in the academic units and there will no mandates from Registrar on how units should handle exceptions management but they are more than happy to provide guidance
 - Officials in each individual college will need to decide – Dean and Associate Dean
- **Discussion of SSC CPOs report:** There will be a section/report in SSC for administrative officials, students, and staff to view that will show for individual students if courses are degree applicable or not
 - Term based report that will list the courses in one column and if the classes are eligible to be paid or not through student's financial aid– will be on each individual student's record

- Can't yet answer when that will be available SSC for each student – that would be a Financial Aid question
 - This will likely be an upload prior to the start of the semester
- This will be a STATIC report – a report that is pulled once, won't reflect changes made after the date of the report pull
- Based on this report, there will likely there will be an advisor review process for CPoS where advisor is contacted to review student record and the class in question that is not appearing as degree applicable on DW audit—this is a question for further discussion in future meetings re: CPoS processes