Agenda and Meeting Notes
Course Guide Project Advisory Group
January 25, 2007
1:15 – 2:30 PM
Room 1106, 21 N. Park Street

ATTENDEES
<table>
<thead>
<tr>
<th>Joanne Berg</th>
<th>Shari Pero</th>
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<tr>
<td>Kathy Christoph</td>
<td>Terry Ruzicka</td>
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<tr>
<td>Karen Hanson</td>
<td>Cheryl Wise</td>
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<td>Cari Anderson</td>
<td>Mike Farnham</td>
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<td>Mike Fay</td>
<td>Laura Hesse</td>
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<td>Bob Mayville</td>
<td>Jim Phelps</td>
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<tr>
<td>Al Friedman</td>
<td>Lillian Tong</td>
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<td>Robert Jeanne</td>
<td>Nancy Westphal Johnson</td>
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<td>Heather McFadden</td>
<td>Gery Essenmacher</td>
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<td>Sharon Kahn</td>
<td>Mary Rossa</td>
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<td>Iiene Seltzer</td>
<td>Judith Strand</td>
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<td>Patricia Henrikson</td>
<td>Julie Stubbs</td>
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<td>Abbie Loomis</td>
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PROJECT CHARTER
Email sent in November 2006 with Charter attached. Changed have been made. Updated Charter is available. Please contact Mike Fay, Terry Ruzicka, Cari Anderson or Jim Phelps.

NEW PROCESS
“Being Uncomfortable is the new Comfortable.” – Jim Phelps
GROUPS TO TALK TO
- Teaching Academy
- Interdisciplinary Groups (Special topic courses = would be able to promote who enters info)
- Department administrators
- Domain Groups
- Curriculum Committees
  Divisional Committees
- BioSci Curriculum Committee
- Grad students
- T.A.s
  Bio major faculty group (includes faculty and advisors)
- CALS Student Council
- Zoology Student Groups
- ASM

DOMAINS
- How do domains organize themselves?
- Whom do we work with? Divisional Committees?
- Can be a formal group or virtual group
- Build virtual organizations/groups that are much more fluid and useful to students

FAVORITES LIST
- Could push out special topics courses
- Advisors and students could use this to see what they need to graduate. There is interest in using their “other” classes and seeing how the student’s non-major classes could relate to their major, etc. I.E. how does Art History or Study Abroad contribute to my education and major?
- Sort by geBLC. Any thought of using DARS to generate more information? Jim – we have the idea of using DARS “what if’s” into the Favorites list.

SPECIAL TOPICS CLASSES
- Concern voiced about distinct classes we are going to lose b/c they are about unfamiliar topics and are not necessarily associated with a major.
- Is this a tool that could be used to “get the word out?” There might be some interdisciplinary groups that we might talk to in order to get more ideas.

TAGS/KEYWORDS
- Match courses/domains and push out info
- Create types of alerts – could a user sign up for an alert based on criteria?

ADMINISTRATION
- Role of Department can be decision makers on who should enter info (ex: T.A.s)

GAPS IN ENTERPRISE
- Instructor/Course ratings

OTHER QUESTIONS/COMMENTS
- How will this connect with AdvisorLink?
- Could tags be put on workflow processes? (When developing Bio CG, CALS indicated whatever went into CG that it “needs” to spit back out to departmental websites. Could meet with departments for additional feedback.)