Welcome and Introductions

Outreach Update

Listening Sessions
- Students had a Listening Session on March 20 – only 10 students showed up; Working session on March 28 to start working on user interface requirements
- Faculty, instructional staff, advisors and Course Guide administrators are invited to attend a listening session on April 23 at 2:30-4 PM in 272 Bascom Hall. The invite went out to the AC-AD-ALL wisclist to make contact with 700+ people consisting of: Deans, academic department chairpersons, school/college administrators and heads of academic programs and support units, UWMN administration and directors of support units and departmental contacts. Also went out to all ISIS Users via Mike Roeder of ISIS Central.

Review of the Interest Group and Contact handout
Project team asked for feedback to identify gaps and/or additional staff to invite (see handout.)

What We Have Learned So Far

Review of Actors
Project team has begun defining Public, Student (includes applicant-ADMT/INTD/CONN) and will be getting into Advisor, Instructor, CG Admin and additional admin roles

Student Business Process Review
Students attend SOAR and/or seek input from friends/leaders; they then go into a parallel process to select courses (Timetable, 4 year plan, course catalog.) If it works with schedule then they try to enroll; if not, go back and start over again with the parallel process.

Prospective Student Business Process
Needs more defining; Jim Phelps is trying to work it out and work with the leaders of other enterprise systems to avoid redundancy

**Instructor Business Process**

How can this work so that it is useful to the Instructors? What content needs to be included or interfaced with other systems?

- Sponsors stated that much info (CG related) is on dept websites...working with Al Friedman on course management system.
- How is the CMS going to take what is on the dept websites (which is continually maintained) and work with CG? *The goal is to eliminate redundancy and the details are yet to be defined.*
- Need advanced warning to make this work.
- From the student perspective: a rough outline of 4 year plan would be nice if all departments could provide them or at least a listing of all classes that count towards a major (i.e. Latin American studies does not offer classes directly – instead they are within different majors). A DARS report must be run every time to figure out what classes qualify for the major.

**Advisor Business Process Review**

- We will have to figure out what “course of interest” will show based on program, etc.
- Idea is to build a relationship between advisor and student
- As a general statement, advisors responsible for 1000+ students will not be very willing to buy into this...there are advisors that simply do not have time to do this.

**Should there be a standard format for a 4 year plan and departmental info?**

- This will be sent to the Policy and Procedure Subcommittee.
- Need a plan to make any “policies” happen and enforce it.
- Approval/Enforcement of content: All entries in the course guide will be traceable back to a person so if there is inappropriate info then someone will need to take care of getting it taken away.

**Review of Course Listing Elements**

Grade Distribution - has been requested from students

- Concerns about what this might promote? May not indicate the learning content and “value” of satisfaction of the course
- It may help in that students would identify their weaker areas to get into classes that are better suited
- Grade distribution is already available thru different system (on RO website and pick-a-prof.)
- Many advisors/instructors do not feel this should be on the top 10 of what is important when choosing a class but the students indicate they often spend a month to plan/decide/enroll in classes and sometimes this is the deciding factor
- This topic will be turned over to a subcommittee
Possible Topics for Discussion, Advice and Feedback

Use Cases
Use cases are being developed for 7 User Interfaces
- Public (not authenticated)
- Students (authenticated)
- Advisor
- CG Admin ➔ may also act as proxy for Instructor
- System Admin ➔ may also act as proxy for Domain Admin

Road map
- Gather users’ experience input (student, advisor/instructor/admin)
- Develop data retention policies
- Will begin working on prototypes
- Begin working on use cases and data models (subteams will be formed)

Enterprise gaps
Content Management System

Strategic marketing to faculty
See Outreach Update

Our methodology – Enterprise Unified Process
Not discussed

Issues for Advisory Group Guidance

Data Retention Policy
Will be sent to Policy and Procedures subcommittee

Course Guide Administrators: Timetable reps and eGrading reps?
- Multiple courses are maintained by academic staff (some faculty associates) that are not instructors, TT/eGrading reps (Course Coordinators)
- Use case: CG Admin can grant proxy rights to course coordinators to create content for course and instructors (Sharon Kahn, Lillian Tong)

What is the best label for the Career-focused course list?
Not discussed

Help in broadening representation for faculty/advisor/administrator input
See Outreach Update

Should advisors add information/comments to a course?
No

Domain: What is a domain? Who can create them? Who can grant rights?
- Domains are virtual organizations.
- Can’t tell anything about it except that it exists.
- In order to have some control over the creation, we see it falling back to a domain administrator (the Content subcommittee will be able to weigh in here)