

## MU Connect Admin Meeting

2/23/2017

### Meeting Minutes

Attendees: Eric Aldrich, Tina Balsler, Kelly Benson, Megan Boyer, Eric Carter, Ruth Crozier, Alex Embree, Ana-Marie Fernandez, Dionne George, Aaron Harms, Tim Hill, Megan McCauley, Ehren Oncken, Rachael Orr, Pete Ozias, Josh Smith, Kerri Urban, and Michael Williams

- Preferred Name for Faculty and Staff
  - Updated in HR
  - Faculty Staff can update with HR representative
  - Only first and middle names can be edited
- Exporter Reporting Updates
  - Tina shared the exporter tool has had an issue with overnight feeds.
  - Exporter feeds have been updated to reflect a 24 overnight process.
  - Meeting data that is entered today will be made available in reporting tomorrow.
  - Financial Aid Advisor is now a column when running reports
- New Referrals -
  - Not Returning to MU Resources Referral debuted to support initiative from Dr. Spain's office.
    - Linda Garth is heading the research to figure out why students are intending to leave MU.
    - Tina shared the steps on how to raise referrals as well as when it might be appropriate to raise a referral. Additionally, Tina discussed the default comment.
    - Megan McCauley asked whether the referral should be used if the student has already made their mind to withdraw. Tina and Rachael Orr thought it could still be beneficial since the referral contains helpful information on the processes the student will need to go through while withdrawing.
    - Eric has updated the website with referral template information
    - Ruth Crozier shared trying to balance the amount/level of communication to students who require outreach/who don't require outreach.
    - Tina will gather a small group to discuss further.
  - Eric Carter mentioned using the data in the registrar's office to understand where the student is in their process. This could potentially allow the referral to be raised instantly instead of waiting for advisors to raise it
  - MU Connect team is currently working with Advising Council on advising referrals by academic unit. We are in the process of collecting data and drafting referrals for review.
- Early Alert Updates & Video

- Onboarding AU: J-school, meeting with admin for past year. All 2100 classes received a progress survey. Additionally, most of the other classes will receive an 8-week progress survey this semester.
  - ENGR is expanding greatly over the past semester in 1000 and 2000 level courses.
  - CAFNR: 50 courses (including sections) are using MU Connect. Next week we are hosting a CAFNR and SNR workshop
  - Business: identified courses that would benefit using MU Connect, working with admin to fine tune. Large amount of instructors are already using. Some instructors are reaching out to Eric to learn more
  - Arts and Science: Most 1000 and 2000 courses are using. More outreach is occurring.
  - SNR: Every entry-level course is now using progress surveys.
- MU Connect goal for the next year: Work with school of Journalism, CAFNR, Engineering, and College of Business to finalize all critical courses in fall 2017.
- Workshops: Already had two workshops for progress surveys this semester and will have two more. Feel free to sign up on [muconnect.missouri.edu](http://muconnect.missouri.edu) not required though. Also hosting 5 private workshops with individual academic unit
- Website: Last spring Eric filmed a testimonial video on why instructors should use MU Connect. Up on the website
- Eric is also currently editing how to videos. For instructors, advisors, students. Please send Eric thoughts on edits.
- Attribute Searching & Education Suggestion
  - Citizenship Attribute is available for searching to reach out to students to help with pre-registration efforts.
  - Honors Attribute is available to reach out to honors students to help with pre-registration efforts.
  - Kelly Benson had a suggestion for previously earned degree as an attribute to help with degree audits.
    - More discussion needed. Tina will gather a small group for follow up.
- Advising To-Dos/Success Plan
  - Rachael Orr – Her area/department had the idea of possibly creating to-dos for students based on advising conversations. These will help students to see exactly what they need to when adding a minor or course repeat form.
    - Tina discussed how to keep these flexible, but still broad enough to service different AUs
    - Ehren asked whether if students were able to close to dos or success plans
      - This capability is not available at this time.
    - Megan Boyer thought that maybe rolling this out during summer welcome to support student onboarding and support the my Math placement test.
    - Rachael Orr had an idea for enhancement regarding a follow up flag for exams

- There were a lot of people that were interested in being a part of the “focus group” to discuss the creation of todo/earned a previous degree
  - Tina will gather a small group for further discussion.
- Auto Clear Flags based on Enrollment Feedback
  - Starfish is beta testing and looking at if the flags should be automatically closed if the student ends enrollment in course
    - Consensus that this would be a potential good idea
    - Tina will send out a note with additional information when it becomes available.