

## **SOUTHWESTERN COMMUNITY COLLEGE**

Committee: Academic Advising  
Date: Friday, December 4, 2009  
Time: 10:30 a.m.  
Place: Bradford Conference Center

### Members Attending:

Carolyn Porter - <i>Chair</i>	Delia Frederick	Debra Klavohn
Linda Aiken - <i>Fac. Senate</i>	Connie Gregory	Barbara Putman
Thom Brooks	Jim Hippensteel	Phil Weast
Gene Couch, - <i>Ex-officio</i>	Patty Kirkley	

The Advising Committee met in an open forum to discuss the potential implementation of online registration. All advisors were invited to the forum, and advisors from all divisions of the college attended.

After a brief introduction by Carolyn Porter, Dr. Weast described the WebAdvisor module called Student Program Planning. This module uses the EVAL report. The module allows students to register for any program in their curriculum and limits students to courses SCC entered as acceptable for their program of study. The module checks for prerequisites/corequisites. The module can be set to require advisors to enable registration for each student before they can register.

The following topics/questions/comments arose in our discussion -

- Can the module be set up so that students can register and then advisors approve that registration? Dr. Weast responded that this is an additional module that would have to be purchased.
- We could still have an advising week and allow students to register once unblocked by their advisor.
- One concern is that this module is in WebAdvisor and advisors would only see their advisees. This would make it difficult over the summer and when there are other advisors available for that program. Other commentators felt this was a benefit as students should only meet with their advisors. There would have to be a way to override who can enable registration.
- A potential benefit of online registration is that students will be more engaged in their own academic planning.
- Advising and registration should be recognized as two separate functions. Students still need to meet with advisors beyond registration. Advising during registration is our "first substantial contact" with many students.

- Online registration may benefit online students who are outside our service area. Currently, these students are advised by phone or e-mail and registered by advisors.
- If we are meeting students face to face, advisors could still enter courses at that time. This would allow advisors to resolve any registration problems immediately.
- Some students who are currently enrolled and clear on their needs should be enabled for registration, while new students may require additional advising.
- Online registration may encourage students to take more responsibility for their curriculum planning.
- While some advisors register students only during the week of pre-registration, other advisors are meeting with students and registering during the remainder of the semester. There was discussion of whether to open registration earlier in the semester.
- A number of advisors are already advising by phone/e-mail and entering schedules without face to face meetings. These may be students outside our service area or students who cannot come on campus during typical advising hours.
- There was discussion of whether the system could be set up to require advisor permission for initial registration and then allow online registration for future semesters.
- We would need to develop a procedure to determine who enables registration for students who are advised in Student Support Services.
- There was additional discussion of the timing of registration.
- There was discussion of the need for Colleague to accurately report in EVAL, TSUM, and for pre-requisite/co-requisite checking to work to avoid issues with registration.
- The advisors will have to ensure students have met any requirements before enabling registration.
- Students can revise their schedules after meeting with their advisor. While some advisors viewed this as a benefit, other advisors were concerned students would make these changes without understanding the implications.
- While some advisors suggested a clear curriculum planning guide would help students choose the right courses, other advisors expressed concerns that students who start out of sequence will find it difficult to plan their courses.
- There is great variation in how students proceed through our programs. The difficulty of crafting a “one size fits all” policy was recognized.

- Some students in other colleges/universities with online registration are “poised at the keyboard” when registration opens to get the classes they want before they fill. There was agreement that we want to avoid creating a registration panic.
- SCC currently scores well on every measure in advising. We want to ensure that online registration enhances the experience of our students and doesn’t erode their relationships with advisors. We don’t survey our online students about advising and their advising experience may be different.
- Ms. Porter thanked all those that attended the forum. The Advising Committee will strive to keep advisors informed as SCC continues to evaluate online registration.

The meeting adjourned at 11:30 a.m.