



StudentsACT Meeting Minutes

Meeting Date: Mon, Nov 17, 2014 Time: 6:00pm – 7:00pm Location: SH 308

Type of Meeting: General

Meeting Advisor: Heather Davis

Facilitator: Marissa Johnson

Note Taker: Lynda McClaren

Attendees:

Name	Title	Location	Pres
Heather Davis	Advisor	Denton Campus	Y
Marissa Johnson	Chair	Denton Campus	Y
Lynda McClaren	Secretary	Denton Campus	Y
Jasmine Brock	Member	Denton Campus	N
Sara Downing	Member	Denton Campus	Y
Dennis Hoebee	Member	Denton Campus	Y
Evan Brietzke-Gupta	Member	Houston via Phone	Y
Christina Ramon	Member	Dallas via Phone	N
Victoria Mourtada	Member	Dallas via Phone	Y

Minutes

The meeting was called to order at 6:00pm by Marissa. Meeting minutes from the 10/13/14 meeting were reviewed and approved.

Agenda Item: Webadvisor Services – two upcoming projects (Dennis Hoebee, Clay Till, and Cori Trevino)

Discussion: Two separate projects are upcoming; both will involve students having self service capability within Webadvisor for updating their information.

- 1) Address Project (request received from Registrar office): currently multiple addresses are allowed; there will become a limit of up to four (4) different addresses:
 - Application address (when student is a prospective student) – this will never change.
 - Other three addresses will be a combination of: Permanent address (mom / dad or guardian address); Local address (student physical address while in school); Mailing address (can be different or can be same as Permanent or Local)

- 2) Privacy Code Project: privacy laws have changed and so students will need to select whether or not to be included in a variety of items / information that TWU releases (this project is in early discussion / development stages – more information to be brought to StudentsACT in the spring)

Agenda Item: Follow-Up of Events

Discussion: Denton campus feedback: not a lot of foot traffic on Monday evenings for information tables; Residence halls were a big hit for distributing information.

Dallas campus feedback: students did not like the cereal bars; much miscommunication about SWAG and when it would be available for the table setups.

Houston campus feedback: students did not receive much information / communications about Google mail coming except for the one-time event with Evan.

For all campuses: a Quick Response Code will be implemented (Christina has asked that the StudentsACT Facebook page be pushed more; made more available for student body to know about and like); December graduates – will want to switch to Alumni email as it is already Google mail.

Agenda Item: Advisor Report

Discussion: LASSO news published the article about Google mail coming week of 11/11; Pioneer Portal and Blackboard were also updated the week of 11/11 with announcements about Google mail coming. The first email to all students will be going out 11/18. Text will be added to websites promoting Google mail coming in January as well as Signature lines added. Digital signage has been updated on all campuses (plus in the Student Union and library at Denton campus) – all promoting Google mail coming out January 5. On Denton campus in the 1st two weeks of January a large banner will be on display as well.

Agenda Item: Upcoming Events

Discussion: Additional events for announcing Google mail coming in January have been scheduled:

- eLounge (11/21): Heather and Sara
 - Tech Talk (12/2): Heather and Marissa
 - Service Desk (first two weeks of Spring semester): Heather will email out schedule for sign up for additional assistance in call center (Denton campus only)
-

Agenda Item: Spring Scheduling

Discussion: Committee members follow up with Heather when spring schedules and availability are known (Dallas: Victoria not returning in Spring; Houston: Evan not returning in Spring – both graduating in December)

Next Meeting: TBD

Time: 6:00p – 7:00p

Location: TBD