



Minutes – April 3, 2018 10:00-11:30am, Topp Room Provost Council

MEMBERS	Graham Benton, Veronica Boe, Steve Browne, Ryan Dudley, Katie Hansen, Marc McGee, Gary Moser, Priscilla Muha, Tom Nordenholz, Julia Odom, Sue Opp, Cynthia Trevisan, Michele Van Hoeck, Matt Tener, Sam Pecota, Mike Kazek
GUESTS	Jessica McGinley
ABSENT	Matt Tener, Marc McGee, Sam Pecota, Ryan Dudley

1. Approve Minutes from March 20, 2018	
	APPROVED
2. Smart Planner Demo (Kazek)	
	<ul style="list-style-type: none"> • Look-up a student: <ul style="list-style-type: none"> - My Advisees - Select Student • Shows breakdown of units • Under preferences: breakdown of upcoming terms (courses & units planned) • Can mark courses as “critical” • Has the ability to lock-in courses • Warning – “Refresh Suggestions” – if not locked, things will shift • “Arrange My Plan” – click & drag courses from term to term • “Smart Planner Report” – creates a pdf of the roadmap • If a course is failed – it will be placed back into the “unassigned” course list • “Schedule Planner” – Shows courses on roadmap & allows student to add courses & create their schedule <ul style="list-style-type: none"> - Once they have their desired schedule – click “Send to PeopleSoft Staged Cart” & it’s ready for registration time • Need to setup Faculty training over the summer (in small groups)
3. Cruise #'s Update (Kazek/Hansen)	
	<ul style="list-style-type: none"> • 12 students still on the waiting list (should resolve itself)
4. Double Major Policy (Opp)	
	<ul style="list-style-type: none"> • Deadlines added: February 15th & September 15th • Add reference about Financial Aid not being guaranteed (to application) • Give to Senate Exec as an FYI
	After minor changes – ready for Cabinet review
5. Policies Update (Benton)	
	<ul style="list-style-type: none"> • Handout from Jennifer Hembree w/ updates on recently submitted AA policies
	Jessica McGinley will print out a report for all AA policies.
6. WASC Report Update (Benton)	
	<ul style="list-style-type: none"> • WASC liaison’s visit to campus tomorrow, April 4, 2018 from Noon-3pm • Mainly an informational visit • Still working on self-study
7. Summer 2018 Add/Drop (Odom)	
	Add this topic to next agenda (ran out of time)

