

**iCampus Oversight Committee  
Committee Meeting Minutes  
Monday, January 12, 2004  
10:00 – 11:00 a.m.  
OUB 218**

Present: Steve Adams, Charles Boudreau, Carla Birckelbaw, Bill Cummins, Dan Hayden, Katy Killian, Brent Patterson, Larry Quane, and Mark Troester

Absent: Greg Alt, Rebecca Benner, and Dane Ward

Guests: Dave Leonard and Jess Ray

Mark Troester opened the meeting by announcing that Larry Quane would now be joining the committee. Introductions were done. Katy Killian will be joining the Executive committee. A report was given on Mark Walbert's progress from his second surgery.

Mark distributed registration statistics.

Mark then gave a presentation on the progress of the portal. He indicated that Student Health Services is very happy about recent addition of immunization messages now in the portal. This is not automated yet but will be soon.

Dave Leonard gave a report on APA grade submissions via the portal. He explained that twenty faculty will serve as a pilot in February with a cross section of classes. He is looking for technologically challenged faculty. They will submit grades but also submit them hard copy. Another pilot will be conducted in May with a larger population.

Steve Adams and Dan Hayden announced that there were approximately 20,000 fewer grade mailers out to students because of the ability of students to access their grades on the portal. There were many fewer phone calls regarding probation and reinstatement also.

Bill Cummins addressed the dual status address concerns in the portal. Suggestions have been made from the interim directors of both Human Resources to go ahead and allow faculty/staff the ability to change their home addresses. All five addresses will be listed in the portal. The group discussed developing a graduation screen also. International students will not be able to change their addresses.

Positive comments have been made on ISUTeach by Gary Klass and Jim Kalmbach regarding the faculty class list channel. Graduate students will present a challenge here since some of them are not actually faculty but they do teach classes and need to see the faculty/staff channel. The teacher of record would be the person submitting the grades. A message to those graduate assistants involved explaining how they can access the faculty/staff channel.

Bill initiated a discussion regarding the use of a PIN. He felt it is technically not needed but there is one out there. Some felt we should do whatever is easiest with the necessary security.

Mark explained that the plans for a parent portal are to give the students a check box so they can indicate which channels they want their parents to see. Parents would need to use the student's ULID and password that the student had given them in order to access the portal. This would then only open the channels that the student had indicated. The group recognized that this would need to be done differently for the fiscal dependents below age 18 or claimed for IRS purposes. There is not a time table for this parent portal but could realistically be done within a year.

Dan Hayden announced that he has a meeting with John Gudenrath after this meeting in order to work on the emulating of the financial aid screen outside of the portal.

Mark Troester announced that the insurance benefits layout in the portal is being planned. He is meeting with Rick Hamblin and other HR personnel to work on this.

#### Other Portal News:

- Student and AP elections will be done in March via the portal.
- The preview office is looking forward to using the portal for prospective or pre-enrolled students.
- 75-80% of students records are purged actually come back and register again in the Spring semester. There are plans to use the portal for confirmation of attendance. A re-evaluation of when to purge records is going to be done.
- Messages from the registrar's office will now be out on the portal.
- The Vidette has contacted us and they would like a channel. They will write an article on how to add a channel.

Meeting was adjourned.

Next Meeting

Monday, February 9, 2004

10-11am

OUB218

Submitted by Georgia Bennett