Thanks to everyone who joined us for a very productive call today. My notes are included below for those who couldn’t be in attendance. Emily, please feel free to amend anything that I didn’t fully capture.

**Platform Utilization Metrics:** October was a great month!

- Logins surpassed 1,300 – our highest number so far!
- Over 3,000 student status changes occurred.

**Technical Items:**

- **College/Major (PAWS Program/Plan) Codes:** When a student changes school/college mid-term, their major is appropriately updated and reflected in the platform, but the new school/college is not always updating. Emily has followed up with Tom to tweak the nightly data share from UWM to SSC, and the SSC technical team has this in the queue to complete this update this week. Emily will test several student names she has already received to ensure the update works, and she will notify if the issue is resolved. This should also rectify any issues with school/college internal major changes from intended to admitted.

- **Excluding Academic Drop Students:** Currently, when you run a list, it includes students who have been dropped. After discussion about the best way to address this problem, it was decided Emily would create three new group filters to reflect academic standing so we can appropriately filter: 1) Good Standing, 2) Academic Drop 1 Semester, and 3) Academic Drop 4 Semesters. This way if you want a list of current students only, you can select “Good Standing” from the groups filter to avoid inclusion of dropped students. You could also add in probation students to get a full picture of current students. Emily will let us know when these new groups are active.

- **Extending Inactive Student Display:** Currently, the SSC defaults to show inactive students up to 365 days following the start of inactive status. This can be adjusted, and Emily will be working with Tom to tweak the nightly data share from UWM to SSC to increase the length of time to 4 years. After 4 years of inactive status, the student will no longer be displayed in the platform; however, should the student return to active status, they will again be displayed in the platform, and all previous notes, status changes, etc. will be there.

- **Dropping Classes Mid-term:** Students who drop courses between the initial drop deadline (4 weeks in) and the final drop deadline (8 weeks in) technically “earn” grades of W for withdrawal. Since PAWS reports this “grade” of W to the SSC, the SSC then displays the student as currently enrolled, even if the student dropped all classes and received all Ws; this creates the need for a manual review of lists when utilizing the currently enrolled filter – not effective. Emily mentioned it is possible that this could also be tweaked in the nightly data share from UWM to the SSC; she will follow-up with Tom/Gesele to discuss.

**SSC Campus:**

- Will include students from the date of admission (as opposed to the current setup of the day after they first enroll).
- Launch timeline: official planning process begins in December with a go-live date in June. The go-live date is when we as users will first be able to access the new platform. December to June is all planning; lots of decision-making
(roles, permissions, etc.) and data sharing to get the platform up and running the way we want it to be as an institution. A train-the-trainers program will be developed during the launch period, as well.

- As an institution, we will have the flexibility to make decisions regarding which student populations to include: special students, graduate students, post-bac completion students, etc.
- The go-live date is the date we lose access to the regular (current) SSC and must use SSC Campus moving forward. All notes, status changes, etc. that occurred in the regular SSC will be loaded into SSC Campus.

**Campaigns:**

- Emily mentioned that the following two campaigns were discussed with the Academic Services & Advising Leadership Council (ASALC; Assistant Deans) and Deans:
  1. High-achieving students, congratulating them on term-by-term increases in GPA.
  2. Students at 2.0 GPA or above who were enrolled last semester but are not currently enrolled; reaching out to encourage them to enroll for next semester.

- SWAT team members shared that we had not discussed the above two campaigns as a group, and general consensus was that there was little to no sharing about these campaigns from school/college leadership to advisors.
  1. Letters & Science did discuss #1 above but decided to delay its launch because of the significant amount of time that had passed since the conclusion of the spring term; looking at launching in January following the final grade run for Fall 2015.
  2. We discussed that November is a perfect time to launch #2 above as a campus-wide initiative. Plan of action:
     1. On December 7th (open enrollment begins for spring), Emily will pull a campus-wide list of students who meet the following criteria and share it with the SWAT team:
        a) Student has a GPA of 2.0 or above.
        b) Student was enrolled in Spring 2015.
        c) Student is not enrolled in Fall 2015.
        d) Student has not yet enrolled for Spring 2016 (as of the start of open enrollment).
     2. SWAT team members will then work with supervisors and utilize the list with colleagues in their individual advising offices to launch the outreach campaign. SWAT team members will report progress/tracking back to Emily for campus-wide assessment of the campaign.
        a) Advisors may choose to review students in PAWS prior to contacting to determine if the student has a financial hold on their account prohibiting their enrollment for spring. (Emily discussed that we can work to create a tag in the SSC that would capture this info in the nightly data share from PAWS to the SSC, and it could then be used to filter out students who have a financial hold; however, this likely won’t be active for this run of the campaign. She will discuss further with Tom/Gesele).

- We briefly discussed unique efforts in individual schools/colleges:
  1. **Education** has run several campaigns specific to their populations.
  2. **Architecture & Urban Planning** is planning to run a campaign to congratulate students who achieve the Dean’s Honor List following the Fall 2015 final grade run.
  3. **Health Sciences** advisors each drafted a campaign utilizing the EAB’s design worksheet and then discussed them as a group during staff meeting to flesh them out a bit, edit filters, etc. Two campaigns launched this fall, with two more planned for spring.
  4. **Letters & Science** advisors have taken individual approaches to trying campaigns. Gwyn reached out to new transfer students who hadn’t yet met with her, and found the Excel tracking document shared by Emily to be very helpful; she recommended other advisors utilize it in future campaigns.

**Success Markers:**

- Emily has received and completed updates from Business, Health Sciences, and Engineering & Applied Science alone.
- All other schools/colleges should report updates (or lack thereof) to Emily as soon as possible.
Respectfully submitted,

Joel

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From: ssc-swat-team-bounces@uwm.edu [mailto:ssc-swat-team-bounces@uwm.edu] On Behalf Of Sentz, Emily  
Sent: Monday, November 02, 2015 3:08 PM  
To: Gesele E Durham <gedurham@uwm.edu>; ssc-swat-team <ssc-swat-team@uwm.edu>  
Cc: Susan B Podgorski <suei@uwm.edu>  
Subject: RE: meeting Tuesday 11/3 at 10:30 in Chapman 213

Hi everyone,

I’m looking forward to our SWAT Team meeting tomorrow! Attached you’ll find our latest utilization report and call agenda.

Looking forward to connecting with the group and hearing updates tomorrow!

Best,

Emily

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From: Gesele E Durham [mailto:gedurham@uwm.edu]  
Sent: Friday, October 30, 2015 5:43 PM  
To: ssc-swat-team  
Cc: Sentz, Emily; Susan B Podgorski  
Subject: meeting Tuesday 11/3 at 10:30 in Chapman 213

Hi all:

We have a SWAT meeting scheduled for 11/3 at 10:30

As noted previously, I won’t be on campus that day. Joel has agreed to chair the meeting. The dial in information for Emily is in the appointment.

(Sue—Just fyi, Joel will need help getting the phone set up, etc. thanks!)

Emily: I’m not sure what you have on the agenda at your end, but it would be great if the following could be discussed—
Status of tech items in the queue
Campaigns—who’s done what when?
Success Marker revisions—are we done/what is yet to be done?

Thanks all and have a great Halloween weekend!

G
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