PROCESS MAP FOR: Council of Senior Student Affairs Officers (CSSAO) ***DATE:*** Wed, 01/21/2015, Haw CC, Bld 379-1 (Kaneikeao), 12 – 330pm

WHO - UHH: Gail Makuakane-Lundin ( ) HawCC: Jason Cifra ( ) LeeCCd: Laurie Lawrence ( )
UHM: Francisco Hernandez (poly) HonCC: Dee Uwono ( ) UHMC: Cathy Bio ( )
UHWO: Judy Oliveira ( ) KapCC: Brenda Ivelisse ( ) WinCC: Tom Doi ( )
KauCC: Earl Nishiguchi ( )

+++handout distributed previously
+++handout distributed w/agenda
******handout at meeting***

Guests – Hae Okimoto & Lynn Inoshita, Banner (polycom); Sandra Furuto, Data Governance (poly)

ITEM	DESIRED OUTCOME	PROCESS	WHO	TIME
• Review of Group Memory	○ ***agreement*** of proceedings at meeting 11/19/14 & 12/17/14**+++(separate emails)**	• discuss	All	05 min
• FERPA Admin Procedures @ 2pm	○ ***list*** of reactions and feedback to proposed revision of Univ FERPA AP7.022	• Feedforward & feedback	Sandra	20 min
• Registration & Records				
○ Transcript Ordering	○ ***understanding*** of status of signing up for Stu Self-Service & Transcript Services	• feedforward	Jan	05 min
○ Dropping Last Class Online	○ ***understanding*** of impact on operations	• feedforward	Hae/Lynn	10 min
○ Student Record Update	○ ***awareness*** of status of emergency contact incl email and phone (cell & home)	• feedforward	Lynn	05 min
○ Purge2.0**+++**	○ ***awareness*** of communications plan & details	• discuss	Hae/Lynn	20 min
○ Banner Performance & Dev	○ ***awareness*** of performance issues and future dev	• feedforward	Hae/Lynn	10 min
• Admissions				
○ International Stu Services concerns**+++(08/20/14)**	• ***understanding*** of status of modifications to online application	• discuss & decide	All	05 min
○ ACT Test Scores	• ***understanding*** of P20 funding to use AIRO/AIM	• discuss	All	10 min
• Student Health				
○ E7.202**+++(08/20/14)**	○ ***awareness o***f status of provision for clinical/mental health services	• feedforward	Jan	05 min
• Stu Development				
○ Student Fees Policy***	○ ***understanding*** of status of stu fee proposal	• feedback	Jan	15 min
○ Title IX online course	○ ***agreement*** on implementation approaches	• discuss	Jan	30 min
○ System Sanctions & Holds***	○ ***understanding*** of parameters of issue	• update	Jan	05 min
• What's on Top	○ ***awareness*** of challenges and successes	• share and solicit	All	25 min
• Staff Transition	○ ***understanding*** of next steps related to concerns around transition in student affairs leadership	• feedforward	Jason	05 min
• **Next Meeting**	• **Wed, February 18, 2014 at UH Maui College**	• feedforward	Jan	05 min