

Administrative Council Meeting Minutes
Wednesday, September 21, 2016
Kennedy 280B
9:30 - 11:00AM

Attendees: Don Arpino, Jamie Costello, Maureen Keefe, Kathy Keenan, Velda McRae-Yates, David Nelson, Patrick O'Connor, Marjorie O'Malley, Paul Paturzo, Alicia Perry, Bob Perry, Ernie Plowman, Kate Russell, Susana Segat, Dan Serig, Mercedes Sherrod-Evans, Anne Marie Stein, Kurt Steinberg, Ken Strickland and Chris Wright

Guests: Ellen Carr and Claudia LeClair

Preferred Names Update (Patrick O'Connor)

The systems we use are only able to handle nicknames; gender can only be male and female. Preferred pronouns or how you choose to be addressed may show up in some databases, but we cannot solve the issue of names being consistently used in every situation or in every data base. Basically, the software manufacturer has to change the system on its own. We can create emails to the preferred name as well as on ID's.

Local Address

Every 180 days, students must update their legal address in the system. As self service programs are created, RAVE data will be combined with student interfaces to make sure the addresses check out in the system.

Website Open House (Ellen Carr)

The website open house will be in the DMC, Rm 109 from 11 am - 2 pm. There will be signage to update attendees on website goals, target audiences, MassArt community engagement and what phases of testing have occurred.

There will be a presentation key screen walkthroughs i.e. Home page, academics, faculty bios, student life and the interactive gallery.

There will also be workstations to demonstrate navigation, user experience and migrating content from inside.massart.edu and the events calendar.

Feedback is greatly appreciated. There will be content workshops through the end of the year. The site is expected to be operation in January 2017.

College and Visiting Events Procedures

Please see handouts.

Updates

The Citizen books have been distributed to the group. We are looking into one of the October meetings to hold the discussion.