

UW-Oshkosh Draft Kickoff & Discovery Agenda

September 15-16, 2015

Tuesday, September 15

Time	Session	Goals	Attendees	Location
9:00 AM – 9:30 AM	Program Leadership Welcome	Program leadership review of the agenda, discussion of primary objectives, and review of expectations	<ul style="list-style-type: none"> Program Leadership Team 	
9:30 AM – 9:45 AM	Break			
9:45 AM – 11:00 AM	Overview of SSC Campus and Platform Demonstration - Academic Leadership	Introduce SSC Campus to key staff stakeholders, share research on student success and perform brief demonstration	<ul style="list-style-type: none"> Introduction from Chancellor Leavitt Program Leadership Team Associate Deans, Deans, Department Chairs 	
11:00 AM – 12:15 PM	Overview of SSC Campus and Platform Demonstration – End Users	Introduce SSC Campus to key staff stakeholders, share research on student success and perform brief demonstration	<ul style="list-style-type: none"> Introduction from Chancellor Leavitt Program Leadership Team Professional and some faculty advisors Other interested campus community members 	
12:15 PM – 1:15 PM	Break for Lunch			
1:15 PM – 2:15 PM	Technology and Workflow Audit - Advising	Review Needs Assessment; Discuss key advising processes, how various technologies are leveraged, and what functionality may be underutilized	<ul style="list-style-type: none"> Program Leadership Team Advising Leads 	
2:15 PM – 2:30 PM	Break			
2:30 PM – 3:30 PM	Technology and Workflow Audit - Tutoring	Review Needs Assessment; Discuss key tutoring processes, how various technologies are leveraged, and what functionality may be underutilized	<ul style="list-style-type: none"> Program Leadership Team Tutor Leads 	

Wednesday, September 16

Time	Session	Goals	Attendees	Location
9:00 AM – 10:00 AM	Technology and Workflow Audit – Athletics/Other Departments	Discuss key advising/tutoring processes, how various technologies are leveraged, and what functionality may be underutilized	<ul style="list-style-type: none"> ▪ Program Leadership Team ▪ Athletics Representative ▪ Other representatives 	
10:00 AM – 10:15 AM	Break			
10:15 AM – 11:15 AM	Functionality & Permissions Configurable Data	Review options for phasing in functionality; Discuss desired user roles and permissions Discuss and decide on key data elements	<ul style="list-style-type: none"> ▪ Program Leadership Team ▪ Technical team 	
11:15 AM – 12:30 PM	Building Your Support Team Debrief and Discussion of Next Steps	Introduce four key areas for user support, and outline team roles and timelines Wrap-up onsite, discuss outstanding issues, and review next steps	<ul style="list-style-type: none"> ▪ Program Leadership Team 	

Planning Guidance

Suggested Participants and Room Requirements for Each Session

Program Leadership Welcome

- Program Leadership Team
- Projection, Internet Access

Overview of the Student Success Collaborative Campus and Demonstration

- Program Leadership Team, Interested Programs on Campus: Deans/Associate Deans, Advisors, Tutors, Institutional Research, Athletics, Student Services, including anyone attending any breakout sessions
- Projection, Internet Access

Technology & Workflow Audit Sessions

- Program Leadership Team and Advising/Tutoring/Student Services Leads who can speak to current practices and considerations for use of technology
- Projection, Internet Access, whatever is needed to display technologies as needed

Configurable Data Session

- Program Leadership Team; Technical Team

Functionality & Permissions; Building Your Support Team

- Program Leadership Team

Debrief and Discussion of Next Steps

- Program Leadership Team

Additional Considerations

Room Configuration

Except in the case of very large groups, we prefer conference-style rooms where everyone is able to face one another.

Parking

Please let us know the best location to park in proximity to the buildings in which meetings will be held. Please also tell us where or from whom we should retrieve any necessary parking passes.