

May 8, 2014

2:00 p.m.

Registration Workgroup

Building 9, Conference Room

Chair: Edie Findley

Vice-chair: Judith Meyer

Secretary: Bebe Major

Members Attending: Rick Anderson, Dr. Crystal Ange, Debra Baker, Randy Burnette, Kent Dickerson, Edie Findley, Bebe Major, Judith Meyer, and Camille Richardson.

Members Absent: Megan Sommers

Minutes from Meeting – May 8, 2014

I. Minutes

Presenter: Edie Findley

Minutes from the February 24, 2014 meeting were reviewed. Camille Richardson made a motion to accept the minutes as written. Kent Dickerson seconded the motion. The motion carried.

II. Advising Center

Presenter: Dr. Crystal Ange

For the first time BCCC will operate an Advising Center to advise/register students for fall semester 2014. The center will be open May 20, 2014 through August 13, 2014 and will be located in the Career Center in Building 9. Scheduled are 16 full-time faculty and staff members who will work two hour shifts from 8:00-5:00, Monday through Thursday.

Advisors may also register students in their offices during this time period.

III. WebAdvisor

Presenter: Group Discussion
w/Randy Burnette

WebAdvisor is scheduled to be installed the week of May 12, 2014. The IT Department is hopeful that we will be using WebAdvisor this fall to register students for Spring 2015.

IV. Advisors

Presenter: Group Discussion

Camille Richardson needs to be notified when advisors leave or retire so that it can be changed in Colleague.

V. Fall Registration

Presenter: Group Discussion

Dr. Crystal Ange and Rick Anderson will send out information for fall registration.

Other Information

Next Meeting: August 27, 2014 at 2:00 p.m.