

**Student Intervention Committee
Agenda, 10-28-05**

1. **Corrections or clarifications** of the whiteboard notes that Paul sent out on Wednesday, which serve as minutes of the meeting.
2. **Process for online withdrawals:**

At the last meeting, we agreed to start the next meeting with the idea that all students will be able to withdraw online and we are to define the “gateway” through which they must pass to be able to withdraw online.

 - a. What information should we require that the student be given at that point? (For ideas, see attached two pages.)
 - b. **DATATEL question:** Can we program the online registration system to require that the student read something online and check off, on a web form, that they have read it before proceeding to a withdrawal?
 - c. Will it be adequate for them to merely read the information and check off that they have read it, or must they talk with a person to get that information? If a person, who will that be and how will approval be handled?
3. **Will we restrict which students can do online withdrawals?**
 - a. **DATATEL question:** Will Datatel really be able to do that?
 - b. If Datatel can do it, to whom should it be restricted?
4. **At other times besides the point of withdrawal**
 - a. At what time should they be given this other information about resources for success or consequences of withdrawal? (For ideas, see attached two pages.)
 - b. What information? (For ideas, see attached two pages)
 - c. By whom? (For ideas, see attached two pages.)
5. **Will we require that students doing withdrawals with the paper form** in the usual manner be given equivalent information and restraints that we are requiring for online withdrawal?
6. **Should / can we have all people who are advising students,** including faculty members, have access to both reading and writing to the advising screen in Datatel? **DATATEL question!**
7. **Data**
 - a. Has anyone come to any new conclusions about what we should be doing based on a review of the data Linda Kluck sent about withdrawals?
 - b. What data should be collected in the first semester or year of implementing online withdrawals as evidence for whether it should be continued or not?
8. **Anecdotal Information**
 - a. Has anyone come to any new conclusions about what we should be doing based on the anecdotal information at the last meeting?
 - b. In the first semester or year of implementing online withdrawals what will we ask faculty members, registration office staff, counselors and advisors to look for as evidence for whether online withdrawals should be continued or not?
9. **Discuss agenda topics for next meeting.**