

STARFISH MEETING 7.13.2016

- **Raise Your Hand Form**
 - Alert flow (attached) was finalized
 - This feature will be developed in production
 - Title IX coordinators will receive the “I have a health concern” alert from the students
 - Please let me know if your college’s Title IX coordinator needs to be updated
- **Student Intake Form**
 - Gateway has provided a copy of their QEP Survey
 - A team has been formed to work on creating a system-wide intake form
 - Team members are:
 - Mallis Graves – Gateway
 - Sheila Marcum – Ashland
 - Jennifer Englert-Copeland – Jefferson
 - Mary Byerley-Shetty – Elizabethtown
 - Mary Kinney – Owensboro
- **Adding StudentID to Starfish alerts**
 - KCTCS username will be added to assist in identifying students
 - I have contacted the PeopleSoft team at the System Office to obtain documentation
- **Starfish DSS Reports**
 - As of 7/13/2016 at 4:25PM, access to the Starfish group has been granted, please let me know if you have any issues logging in
 - DSS link: <https://kctcsdss.kct.mycmsc.com/analytics/saw.dll?BIEEHome&startPage=1>
 - There was a request to include the number of notes entered by faculty and staff since we are not able to pull the notes over without manually deleting invalid characters.
- **Fall Progress Survey Schedules**
 - Colleges will set their own progress survey schedule
 - Maximum of 5 surveys (minimum of 2)
 - Colleges will provide an Excel spreadsheet of the courses they would like to survey at least one week before the survey is scheduled to launch.
 - Using the PS Query
 - K_STARFISH_COURSES
 - All Progress Survey schedules are due by **August 12, 2016**
 - Courses will need to be provided at least one week before the surveys is scheduled to launch.
- **Career Advisor/Counselor**
 - Name changed to Career Service to reduce the number of students scheduling appointments, that are not related to Career Services
- **Kiosk Upgrade**
 - This will go into the test tenant this weekend. Next weekend I will begin building out the live kiosk we currently have in Production so those colleges and staff can go in and make any changes necessary before they move this to production on August 6. So I can begin building them ASAP before in preparation for the rush period.
 - User interface changing (screenshots attached)