

AAC Agenda: August 15, 2019

Present: Megan Baxter, Amy Hurd, Amelia Noel-Elkins, Jess Ray, Clint Smith, Megan Taylor, Gina Turton

I. Approval of minutes from Aug 1, 2019

- a. Megan B motioned, Clint seconded, minutes unanimously approved.

II. Chair's remarks

- a. University College representative vacancy update
 - i. Wendi suggested leaving spot vacant for the rest of the semester.
 - ii. Suggestion to update constitution to allow AAC chair to appoint member to vacant spot instead of holding a special election.
 - 1. Megan T motions, Megan B. seconds, unanimously approved.
 - iii. Would appointing someone for a semester count towards the two terms they are allowed to serve?
 - 1. Change constitution to show that it will not count towards term limit.
 - 2. Gina motions, Megan T seconds, unanimously approved.
 - iv. Clint will work with Wendi to appoint a U College representative.
- b. Update for Fall Advisor Day
 - i. Asked someone from AAC to give broad updates.
 - 1. Clint will present on Mentoring and Connections Committee name change, Town Hall/advising award reception changes, changes to constitution, and increase to AAC budget.
- c. Final day to withdraw from a course with a full adjustment clarification
 - i. Calendar says Tuesday, September 3.
 - ii. August 30: last day to withdraw with no grade and tuition.
 - iii. Sept 4: students receive WX grade and tuition adjustment.

III. Secretary/Treasurer Report

- a. AY20 budget
 - i. PDT requested amounts for Spring Advisor Day and event to replace Town Hall/Summer Advisor Day.
 - ii. Megan T motions, Clint seconds, all approved.
 - iii. Gina will send finalized budget to AAC and PDT.

IV. Old Business

- a. SGA Representative
 - i. Amelia is working with Sami to determine representative.

V. New Business

- a. General Education Revision – Amy Hurd
 - i. AAC will be involved in general education revision process.
 - ii. Amy wants to create a cutting edge approach to general education.
 - iii. Will meet with Council of General Education in 2 weeks and will ask chairs from CAST and CAS to manage the process.
 - iv. Consider aligning more closely with IAI.

- v. No definitive timeline yet.
 - 1. Last revision took 18 months, less changes.
- vi. Interested in meta major tracks for general education.
- vii. Let Amy know of faculty who have experience teaching gen eds courses to serve on the committee.
- b. Elimination of Basic Skills Note from Class List in Catalog – Megan
 - i. The catalog has information about basic skills requirements, which are now obsolete.
 - ii. In KNR section of catalog, there as a symbol indicating that students need to complete basic skills test/TAP to student teach.
 - iii. Departments will need to change this for their next catalog submission.
 - iv. Will also need to adjust areas in catalog that have clinical experiences.
 - v. Programs may need to do an editorial change.
 - vi. There are approximately 34 matches to TAP when searching in the catalog.
 - vii. Amy has a meeting to determine what to do with students who didn't pass TAP and now want to student teach and earn degree.
 - viii. Amy will discuss this in more depth with Danny.
- c. Campus Solutions/Registration-Jess
 - i. Summer grades will have soft release at 11am; official release is 2pm.
 - ii. No issues reported with registration.
 - iii. When does waitlist shut off?
 - 1. Crystal can confirm
- d. Slate-Amelia
 - i. The first trainings for Slate for transfer student appointment system have started.
 - 1. Six trainings in total.
 - 2. Allows students to not need to call in order to make appointments
 - 3. Help advisors to manager calendar with Slate.
 - 4. Can still go in and manually manage appointments for Slate if needed.
 - 5. Faculty advisors need to attend these trainings.
 - 6. TDAS will officially shut off by the end of the week.
 - 7. When do appointment opportunities shut off in the system?
 - a. Meeting to determine this with Teresa and Danny from Registrar.
 - ii. Use Slate to schedule appointments only for Transfer Days.
 - 1. If students can attend Transfer Days, Dillon/Gordy will create form for students to complete.

VI. Committee Updates

- a. Assessment
 - i. No representative present.
- b. Technology-Megan T.
 - i. Technology training is available for new students.

- ii. Advisors can request access to course in ReggieNet.
- c. Teacher Education-Megan B.
 - i. Back to Basic event this month.
 - ii. ISBE updates on 9/11 with Troy.
- d. PDT-Megan B.
 - i. Met Monday, confirming speakers and food for Fall Advisor Day.
 - ii. Spring Advisor Day possibly scheduled for end of January.
- e. Mentoring & Connections- Megan T.
 - i. Have not met.
- f. Advising Wiki/Intranet-Megan T.
 - i. No updates, still moving forward.

VII. Student Representative Report

- a. No representative present.

VIII. Other Business?

- a. None

IX. Next meeting – August 29th @ 9:00 AM, MLT 102C

- a. Megan B. motions, Megan T. seconds, all approved.

Respectfully submitted:

Gina M. Turton

8/15/19