

## AAC Minutes 5/10/24

- I. Present: Rebecca L, Kate W, Kate B, Brittney V., Karen H., Wendi W., Janet T., Matt B., Crystal N., Soemer S., Brody B., Stacey R.
- II. Approval of minutes from 4/12/24 – Motion Kate B., 2<sup>nd</sup> Kate W.
- III. Secretary/Treasurer Report – nothing to report.
- IV. Old Business
  - a. Brittney reached out to Mindy about assessing graduate students about their advising experience. Mindy was ecstatic about the idea!
    - i. Who should take lead on that?
    - ii. What is the purpose? Awareness, program improvement.
    - iii. Hard piece might be who is considered advisor.
- V. New Business
  - a. Spring Advisor Day Best Practices session
    - i. (Amy) quick update: talk about president and provost, thoughts on retention & graduation, then move right into talking about nine conditions of excellence in advising, then as a group work through what we do well and not so well, and how to improve and form a framework of best practices—it is a conversation, not a done deal.
  - b. Off-boarding for students doing a university withdraw
    - i. Throwing out idea for a “workflow” [form] so students don’t have to reach out to 18 different offices when they withdraw
      1. Could also cut down on billing charges for students
    - ii. Will also provide opportunity to know why, if students are returning, etc. Provides more context on the withdraw and plans of the student
    - iii. Idea of having (requiring) a conversation with student before they withdraw
      1. ISU has no requirement. Many other institutions have a procedure for students to withdraw
      2. (Matt) not sure we should require students to provide reasons/go through formal procedure
    - iv. [Many] department advisors don’t have access to V08. But V08 doesn’t give specifics
      1. Give access to all advisors
      2. Promote common language with advisors
      3. Cognos report
    - v. (Kate W) What about a function on MyISU for implementing a workflow.
      1. (Stacey) once we develop the workflow, it will probably live there
    - vi. (Karen H) Would be interesting to get Housing perspective on a one-stop process for withdrawing
    - vii. “Off-boarding” specialist who can keep in contact with these students
      1. Could we expand the transfer specialist role in UC?
    - viii. Leave of absence is different than withdraw. Different form for students – they meet with someone in dean of students office – DOS takes lead on that.
      1. Policy / eligibility is very narrow

2. What about tuition locks?
3. Many intricacies. Terminology is key.
4. What is the true purpose? Can it be expanded?
- ix. (Brody) idea of “merging” leave of absence and withdraw – change the language // part of idea: if you withdraw and come back within a year, you do not need to reapply.
- x. (Amy) leave of absence is currently required.
- xi. (Brittney) need to reassess and reevaluate.
- xii. (Stacey) in regard to “I” incomplete grades, and the process of default grades – registrar defaults to F, unless otherwise informed by instructor.
- xiii. EMAS-EDI committee can begin to discuss [with DOS].

VI. Campus Solutions/Registration – no updates!

VII. Committee Updates

- a. Assessment – didn’t meet, waiting for data!
- b. Technology – did brainstorming during last meeting, will continue work on projects over summer. Please have users submitting feedback!
  - i. Courtney- talked about improving fluid view for students during registration to a calendar view but has limitations. So many options for calendar view. AAC seems not in favor.
- c. Teacher Education – meeting was on 4/18, talk with Troy in fall.
  - i. COE was concerned about students not having enough space/getting into exams, but no issues have seemed to arise.
- d. PDT – implementing 3-part series for soft skills. Planning to meet a couple times over the summer to wrap things up and put more resources to campus page
- e. Mentoring & Connections – Planning a summer get together – games on the quad, working around times that preview is not happening. Summer strolls will continue. Planning fall events. Kick off meeting.

VIII. Student Representative Report – on summer break! 😊

IX. Other Business

X. Next meeting: 5/24/24

XI. Motion to adjourn.