

AAC Minutes: December 5, 2019

Present: Megan Baxter, Bryce Canary, Ryan Gray, Amy Hurd, Patrick McNulty, Amelia Noel-Elkins, Jess Ray, Clint Smith, Megan Taylor, Janet Tulley, Amy Roser, Soemer Simmons

- I. Approval of minutes from November 21, 2019.
 - a. Megan B motioned, Ryan second
- II. Chair's remarks
 - a. AAC Elections- issue launching the ballot, moving to Qualtrics, most likely will be releasing the ballot next week. Recommended that a standing AAC member have access to the ballot. Janet T volunteered because she knows Qualtrics. She thinks she can help get it up and running for this election cycle.
 - b. PDT asked if there is another way they can pay for things, because there is no credit card for AAC, and individual committee members have to pay upfront and get reimbursed (sometimes not for tax if the entity denies your tax-exempt status). Plan to get back to PDT with options. Soemer can help purchase supplies if given enough lead time.
- III. Secretary/Treasurer Report – none (no Gina)
- IV. Old Business
 - a. Advising Award Recognition Reception – Clint
 - i. Confirmed 3:00-4:00pm Room 118 Alumni Center
 - b. Impacts of Registration Holds, Registration Cycle, etc on Vulnerable Students
 - i. Amelia forwarded a report to AAC from Student Accounts with current blocks. Persistence Committee will be taking a look at those students who owe between \$250-\$500 and still have a past due hold.
 - c. AAC Operating Principles Aligning with our Mission/Vision
 - i. Push to next meeting
 - d. At-Risk Reports- Amy Roser presented
 - i. Midterm Grade System- home grown system
 - ii. Two collections- Midterm Grades (before the last day to drop a class) Progress Grades (before the last day to withdrawal from the University)
 - iii. Population-based system
 - iv. Faculty can upload grades from ReggieNet
 - v. If marked at risk, has a D or F, or an attendance issue an email is auto-generated to academic advisor and program contacts. Students do not receive an email. They are notified by email to check their midterm grades in My after collection deadline. Students do not see instructor comments.
 - vi. Advisors expressed concern that based on the number of at-risk notifications they receive students might not get the comments/message in time.
 - vii. Discussion ensued on what are best practices should be for advisors receiving at-risk notification emails. Timing is difficult because of where this falls on the registration calendar. Suggestions to Amy Roser: banner in My ISU, automated email to student without comments, checkbox in the form for faculty which

would say their comment is okay to share, PDT-led session on best practices for handling at-risk (PDT previously held a brown bag lunch session October 5, 2018).

- V. New Business
 - a. Registration Dates & Times – Ryan
 - i. Reached out to AT, not sure if they can do it, but if they can Ryan wants us to come up with a list of pros/cons because there could be no going back to the old way. Need to move to this item to next meeting. Committee can also talk to other advisors in their areas to get feedback.
 - ii. Advising Notes- Amelia mentioned how vital it is for Persistence committee
- VI. Campus Solutions/Registration
- VII. Committee Updates
 - a. Assessment- working on report
 - b. Technology – meeting later today
 - c. Teacher Education- in need of topics for Spring
 - d. PDT- meeting on the 9th, updates to schedule waiting on response
 - e. Mentoring & Connections- no update
 - f. AAC Awards Selection- votes to Soemer by end of the day on Friday, will meet on Monday
- VIII. Student Representative Report
 - a. Thanks AAC for experience
- IX. Other Business?
 - a. Amy Hurd will set up a Zoom to showcase the new catalog, will invite advisors
- X. Next meeting – December 19th @ 9:00 AM, FELL 396
 - a. Megan T will not be here
- XI. Motion to adjourn – Megan B motioned, Patrick second