

## AAC Agenda: December 19, 2019

Present: Megan Baxter, Ryan Gray, Amy Hurd, Brent Kane, Shanna McDaniels, Patrick McNulty, Amelia Noel-Elkins, Clint Smith, Brittany Stokes, Jazmyn Thomas, Janet Tulley, Gina Turton

- I. Approval of minutes from December 5, 2019
  - a. Megan B. motioned, Clint seconded, minutes unanimously approved.
- II. Chair's remarks
  - a. Thanks to Patrick and Megan for their service.
  - b. Also thank you to Clint for his service!
- III. Secretary/Treasurer Report
  - a. Expenditures for end of semester: \$467.16
- IV. Old Business
  - a. AAC Operating Principles Aligning with our Mission/Vision – Janet
    - i. Provided AAC mission statement and roles for advisors to determine if it is student centric.
    - ii. Advocating for students is not explicit as an advisor role.
      1. We can list another bullet point to advisor roles to make it explicit.
      2. "Uphold the core values of Illinois State University as articulated in the strategic plan." (first bullet point)
      3. "Advocate for and assist students as they navigate the policies and procedures at Illinois State University." (fifth bullet point)
      4. Gina motioned, Megan B. seconded, motion carried.
    - iii. Update description of AAC
      1. The Academic Advising Council membership represents campus-wide advising constituents and works with the Associate Vice President for Undergraduate Education.
      2. The Academic Advising Council works to support effective and cohesive campus-wide advising by formulating and maintaining advising systems and procedures.
      3. Megan motioned, Gina seconded, motioned carried.
  - b. Registration Dates & Times – Ryan
    - i. ACC Tech discussed pros and cons for changing hours for registration.
      1. Wonder if changing hours for enrollment appointments will affect financial aid.
    - ii. Advisors would like to have more equity for student enrollment, such as making two waves of student enrollment per week.
    - iii. We should ask AT and our consultant if there is an easier way to create enrollment appointments besides it being a manual process.
    - iv. We need to wait to hear back from AT.
      1. Ryan will send list of pros and cons to AT.
    - v. Can we have a banner on MyIllinoisState to show that registration is closed?

vi. Override request form will remain open during closure of registration system.

V. New Business

- a. Welcome New Committee Members – Clint
- b. Setting Meeting Schedule for Spring 2020 – Clint
  - i. Time will tentatively remain for every other Thursday, starting January 9.
- c. Special Populations Role – Clint
  - i. Gina is moving from INTO to University College, so she will no longer serve as the special populations representative.
    - 1. Constitution says that the next highest voted person in special populations, and other representatives may be appointed as necessary.
    - 2. Brittany Stokes may assume special populations representative.
    - 3. Gina would like to remain on AAC.
      - a. Motion to keep Gina on AAC carries.
- d. AAC Leadership Role Election
  - i. Chair and secretary/treasurer roles are open.
    - 1. Chair=Brent Kane
    - 2. Secretary/Treasurer= Shanna McDaniels
- e. Repeat policy
  - i. Students are now allowed to repeat a failed/WX course at a different institution.
  - ii. Approved but needs to be signed by the President, hopefully as soon as possible.
- f. Assessment Advising Survey – Ryan
  - i. Committee met to determine if we should send an advising satisfaction survey again.
    - 1. Results from past surveys have been the same.
  - ii. Moving survey to every three years would miss a few populations.
  - iii. Take this year to reformulate the questions and help with gaps to advising community.

VI. Campus Solutions/Registration

- a. Group is still working with consultant and some small issues have been fixed.
  - i. Now digging into deeper issues.

VII. Committee Updates

- a. Assessment-Janet
  - i. See new business section.
- b. Technology-Patrick
  - i. No update.
- c. Teacher Education-Megan B.
  - i. No update.
- d. PDT-Megan B.
  - i. Still finalizing agenda.
  - ii. Angell not available to present, so PDT is asking her for suggestions.
- e. Mentoring & Connections-Brent

- i. When is the committee expected to take over Wiki 2.0?
      - 1. Hand it over at Spring Advisor Day
  - f. AAC Awards Selection-Clint
    - i. AAC committee asked if we can keep required list of application documents but remove page requirements.
      - 1. Gina motioned to remove page limit, Megan B. seconded, motion carries.
- VIII. Student Representative Report
  - a. No student report.
  - b. Need to reappoint U College peer advisor and SGA representative for future meetings.
- IX. Other Business?
  - a. Advisor questions about Qualtrics, move to next meeting.
- X. Next meeting – Thursday January 9<sup>th</sup>, 9:00am
  - a. Patrick motioned to adjourn, Ryan seconded, all approved.

***Respectfully submitted:***

Gina M. Turton

1/2/20