

AAC Agenda: January 10, 2019

Present: Megan Baxter, Ryan Gray, Brian Hays, Amy Hurd, Amelia Noel-Elkins, Jess Ray, Derek Sieg, Clint Smith, Janet Tulley, Gina Turton

- I. Approval of minutes from December 6, 2018**
 - a. Megan motioned, Derek seconded.
- II. Chair's remarks**
 - a. Welcome to new AAC member—Dr. Amy Hurd
 - b. Call for Subcommittee Membership
 - i. Clint asked subcommittees if they have established meeting times.
 1. Some committees will wait to establish a meeting time once they know the new members.
 - ii. Clint will make final changes to Formstack and send email on advisor listserv tomorrow.
- III. Secretary/Treasurer Report**
 - a. Town Hall meeting had extra expenditures.
 - i. Megan will follow up with PDT at meeting on Monday and we will revisit at next AAC meeting.
 - b. Advisor award plaques will be more expensive as we have more awardees this year.
- IV. Old Business**
 - a. PDT Budget Request
 - i. Budget increase request is in review.
 - ii. Amelia noted we have had same budget since AAC began, however catering expenses have increased.
 - iii. The ILACADA line has not been used in the last 4 years.
- V. New Business**
 - a. New Day/Meeting Time for Spring 2019
 - i. 1st and 3rd Thursdays from 1-2:30pm
 - ii. New meeting time will begin on January 24.
 1. Clint will check to see if room is available.
 - iii. AAC will not meet on Founders Day (February 21).
- VI. Campus Solutions/Registration**
 - a. EMPL's are now 1001xxxxxx.
 - i. Some transfer students admitted for Spring 2019 will have EMPL's starting with 1001, depending on when they applied for admission.
 - ii. Most EMPL changes will start with Fall 2019 admits.
- VII. Committee Updates**
 - a. Assessment
 - i. Launching student survey in week 3 of spring semester.
 1. Need to wait until 10th day to request list of enrolled students to send survey.

- ii. A survey for advisors will also be distributed during week 3.
 - iii. Committee will meet once survey results are collected.
- b. Technology
 - i. Have not met.
 - ii. Fluid training went well on Tuesday, 1/8, next training on Friday 1/11.
- c. Teacher Education
 - i. Have not met.
 - ii. Will meet after call for members.
- d. PDT
 - i. Meeting on Monday.
 - ii. Derek updated PDT at last meeting.
- e. Advisor Onboarding
 - i. Have not met.
 - ii. AAC needs a liaison for committee
 - 1. Will decide after call to advisors

VIII. Student Representative Report

- a. No representatives present.
- b. Amelia and Clint will follow up with student representatives regarding spring availability.

IX. Other business

- a. Pre-audit: Jess
 - i. Working on finding a better solution.
- b. Catalog: Amelia
 - i. Senate has not yet discussed catalog format.
 - ii. Updating the catalog format and plans of study will be overwhelming to complete in time for Preview.
 - iii. Amelia asked how helpful the plans of study are to advisors. What can we do to have these completed in a timely manner (before Preview)?
 - 1. AAC agreed that plans of study are important for advisors.
 - iv. Janet asked if schools/departments have curricular changes, could updated plans of study be required in the curricular process.
 - 1. Previously U College made changes, and confirmed change with major advisor.
 - 2. If part of curricular process, an updated plan of study would be built in.
 - v. Brian mentioned we would need a resource for schools/departments to use if they are trying to format plans of study.
 - vi. Jess, Amelia, and Amy will meet to determine logistics.
- c. Fluid: Brian and Jess
 - i. After Tuesday training, Jamie and Brian met for feedback.
 - ii. The Student Service Center cannot be turned into a fluid compatible page.
 - 1. If student clicks on enroll in Student Service Center, it will only link to classic.

- iii. Fluid will not go live until summer registration (February) in order to give developers time to hide or redirect link.
 - 1. Announcement will be made likely tomorrow or Monday to advisors.
- iv. Student Service Center is through classic, so in the future it will no longer be supported.

d. Registration: Jess

- i. Email reminder about registration that was sent to students had the wrong term in the header (Fall 2019 instead of Spring 2019).
- ii. Mark is working on update to send to students.

X. Next meeting – January 24, 1pm

XI. Megan motioned to adjourn, Derek seconded.