

AAC Agenda: November 12th, 2020

In attendance: Kane, Simmons, Taylor, Prior, Gray, Kennedy, Noel-Elkins, Nourie, Thomas, Drenckpohl, Ray, Whitman

- I. Chair's remarks
 - a. Spring Meetings
- II. Secretary/Treasurer Report
 - a. Approval of minutes- No concerns. Approved by Gray, second by Taylor
- III. Old Business
 - a. Marginalized student populations – Working group
 - b. Advisor caseload concerns - Brent
- IV. New Business
 - a. AAC Elections – Soemer. Discussed timeline. No needs for adjustment; move forward with the call for nominations. Ryan for D/s, Lindsey for Special Populations, and Megan for U College have reached the end of their term.
 - b. Registration Concerns (blocks, waitlists, impacted groups)–Lindsey/Jazmyn/Megan/Janet
 - i. This is important for Hurd to know.
 - ii. **Major blocks**- who is included in a major block? Hard for advisors to know these details. Also reserved capacity causes issues. As an example: Biology courses are especially troubling, no idea what is happening and many majors need access to Biology courses. Is this specific to this semester or continuous process? Culmination of multiple semesters. Frustrating for student and confusing for advisors (look bad when we don't know). Some departments recognized this and removed many major blocks.
 - iii. Jess shared history: In CS, major blocks are able to more specific than mainframe allowed. All about curriculum, we are going to need courses from other departments/schools, and an "agreement" creates the needs for major blocks to ensure d/s are meeting the needs of who they entered into this agreement. As promises add up, it creates more and more details to manage and maneuver (major/minor, credit, and prerequisite). Registrar's Office has no knowledge of the agreements, but the details are reported to the Registrar's Office and d/s manage amongst themselves. The Major block table is three deep- it's very complicated to display / share well. This can be revisited, but general major block is 5-8 characters (but this isn't visible currently). Do advisors have access to all courses? Yes- but it's confusing, and goes as deep as sequence level. (Enrollment Requisites Summary) Confirmed that d/s can see details for other areas. Cumbersome to manage. Reworking on display to help show this information- this is currently in process, but completion date is unknown.
 - iv. Reserve Capacity- huge pain all around. It's used when seats are parsed out for different groups of major/minors. Problems differ between courses due to

multiple lectures/labs. One seat in each science lab for a specified major (very complex to consider or build).

- v. Tech Solutions- we have support hours available to work on pain points. This could be an option to explore and garner CS expertise/support. (A Consultant that is an expert and has knowledge from other institutions to share seeking possible solutions.)
- vi. Review- supposed to be done each year. Perhaps list all the codes in Advising WIKI? Either share the information within the advising community or remove what is not necessary. Crystal is able to pull details from the previous semester, so if designation could it stay consistent that may solve the issue?
- vii. Council members are in agreement with these concerns. Whitman & Ray will put this forward to see if we can snag a CS consultant and ask d/s to review details on their own courses. Review applicability of these and remove ones that are not necessary.
- viii. **Wait list**- some departments have own and some use the system. Same is happening for **override request** systems. This is confusing when there is not consistency. Working group? Or bring dept/schools to AAC to discuss what is happening that causes individual efforts? Perhaps this could help to provide a solution that others are not aware. Department consent; there are examples Council members can share. (Change request is in play for an improvement with override request form.) Money is typically placed where the demand is present, so how is this accomplished if separate systems are used. The wait list is problematic in numerous ways and dept/schools are split. Override list is more helpful than wait list, control to allow highest need students, graduate, etc. What do students say? Is it confusing? How easy is it explain and the change the details for each d/s?
- ix. **Impacted groups** confusing CFA advisors- many have blocks and non-white students. Are others seeing this and how does the university respond?
 1. Some are blocking registration and others don't. Campus appears to be "block" happy. History by Jess: Registrar's viewpoint, gatekeeper but don't have the ability to decide who places/removes a block. Housing has the ability to block registration. Student Accounts has the ability to block registration. Registrar Office does not have the ability to remove blocks. Is this correct?
 2. Past due, SCCR, Housing, Immunizations, Admissions, International Student Hold (2 options: can't drop below certain level, or all registration activity).
 3. Council is saying this is a major issue causing issue & frustration for our students. How are these decided? Who approves whether registration should be blocked or not?
 4. There are many things d/s advisors can control & review, but others are administrator type concerns. Academic advisors should be on curriculum

teams; this is important because of the flow/process and advisors understand this differently than faculty.

- c. Degree Audit Advisor Feedback – Amelia. Came up with Undergraduate student advisory committee. “It’s terrible. I don’t use it.” Spent a semester making improvements, and Amelia asked students to revisit. Advisors were asked to provide feedback. Are the changes resulting in confidence in using this report? Or is an external/bolt on required? Feedback- haven’t been through a complete cycle yet, in order to gauge the level of impacts. Does it look different for students? Report should be the same for advisors or students, but the view within MyISU/Student center are slightly different. Frustration when the details are not quickly processed (and we know Registrar’s Office is working full steam!) Delay in transcripts posting, AP credit, dual enrollment credit, HS transcript.... Etc could be a semester before it’s posted. Registrar’s Office doesn’t have a backlog. **Need to revisit this topic/feedback sometime in the spring.** Also D/S having the ability to manipulated Petitions for Graduation Exception on their own may also impact this project.
- d. Distribution of BI reports to advisors – Janet/Ryan. Assessment Committee releasing the report to d/s. D/S advisors get a copy of the report for their respected d/s. How can this happen? We want to share these reports. Two options proposed: 1) AAC or 2) from Assessment (because they collected the survey information). Need to be direct about the scope of the data, but Assessment could pull reports and get them sent to d/s. Ryan will take this back to the committee. (Soemer will send Ryan the disclaimer Amelia is using.)
- e. Consideration for class WX same as University WX in future – Wendi. Advisors/Faculty/Students are expressing appreciation for the extended time and better to evaluate the work in the course. Jess: **This is an academic policy, so it would need Academic Affairs & Senate review/approval.** Currently, approved due to COVID. Current extension include spring 2021. Special pops- no concerns. See as student focused, not really any negative repercussions. Negative: no adjustment to charges (but this matches the current policy). This can be confusing or different than students’ process. Council is supportive of pursuing this change permanently. Will start the process now: Brent will send an email to Registrar stating encourage to make change permanent. This will happen in December.

New effort- Advisors to communicate with students between grades posting and adjusting before classes start in January. Council is supportive of this effort, but not able to meet this goal due to competing priorities. Is a session warranted? Probably not, an email to Advising Listserv asking for support should be sufficient. Does the council want to help develop the Formstack? Megan will help. Match the shutdown calendar but have registration open for the days in between December 17/18 through December 23? Other problem is when we are on shutdown, there is no one available. Tied with agenda item V. **Update via email/advising WIKI on 25 Nov 2020: Per consultation and support from AAC the Office of the University Registrar is granting University College the authority to quick enroll select students in courses in which they meet requirements during the traditional registration closure for this year. Given that we had changes to our calendar and challenges due to COVID-19 we are taking this extra step to help with student success.**

V. Campus Solutions/Registration

- a. Reopening Registration in December – Wendi
- b. D/s express concern with amount of work during a short turnaround time. Lots of other things going on, but there is a lot of work (drops/etc) happening to adjust. There may be more course options available on January 4, 2021 after the drops. This could be problematic, take time off and folks need a break (maybe more this year than other years). Financial Aid- would this impact their work?
- c. For this cycle, Council is supportive of registration for December 17/18 through December 23, pending major concerns from other areas. Who needs to check? Registrar. Financial Aid. D/s advisors. Would this be a soft launch? Would recommend include this in an email to students (COVID-related).

VI. Committee Updates- no pressing updates.

- a. Assessment
- b. Technology
- c. Teacher Education
- d. PDT
- e. Mentoring & Connections
- f. AAC Awards Selection

VII. Student Representative Report- no report

VIII. Other Business? No nominees for awards.... Due Friday.

IX. Next meeting – Dec 10th