

AAC Minutes: January 9, 2020

Present: Ryan Gray, Amy Hurd, Brent Kane, Crystal Nourie, Lindsey Prior, Jess Ray, Megan Taylor, Jazmyn Thomas, Janet Tulley, Gina Turton

- I. Approval of minutes from December 19, 2019.
 - a. Adjust for Megan T. not being present. Ryan motioned, Brent seconded, minutes unanimously approved.
- II. Chair's remarks
 - a. Special Populations Role
 - i. Welcome Lindsey Prior!
- III. Secretary/Treasurer Report
 - a. Shanna not present—Gina reporting on her behalf.
 - b. Shanna will likely reach out to committees regarding budget for next year.
 - c. Budget requests should be sent to Soemer in February.
- IV. Old Business
 - a. Registration Dates & Times – Ryan & Crystal
 - i. Brought concern to AAC tech committee.
 - ii. Crystal made a schedule to break things up a little more.
 - iii. Is this a campus wide issue and should it be brought up to all advisors?
 1. Discourage reaching out to full advising community as it would bring a lot of feedback on opinions compared to focusing on student success.
 - iv. May be more of an issue for students with 25-29 hours as they are grouped with freshmen for registration.
 1. Possibility for departments to hold seats for these students instead of changing the registration process.
 - v. COB finds it hard for second semester students who take a summer course at community college.
 1. Those hours are not counting towards enrollment, and students have a later registration time.
 - vi. In terms of equity, blocks are the biggest barrier, particularly the financial block.
 1. Finding balance for students who owe minor amounts compared to preventing the student from taking on too much debt.
 - vii. Overall, multiple layers of barriers for students registering.
 - viii. We could try changing registration and then move it back.
 1. It would take time to make the changes, so not a quick switch.
 - ix. If we pursued having students register 2 days per week, can we break it up differently from 15 hour increments?
 - x. Can we assign students to groups based on hours, like athletics or Honors?
 1. Uncertain if that is possible as the student group might be used for different tasks beyond registration.

- xi. Future considerations: wait to see how next registration cycle goes and make decisions from there.
- xii. If we wait, we need to find a way to help the students who are most affected by advising/registration barriers on campus.
 - 1. Determine who is affected and who will make decisions on changes.
 - 2. Consider looking at information for why students are affected so we can make an informed decision.
 - 3. Pre-recs are more of an issue for students, so focusing on them could help to reduce some of these problems.

b. Qualtrics Election Form – Gina

- i. Concerns heard from advisors about this year's election form.
- ii. Some advisors didn't receive first email with form, which brought concern that some advisors were not invited to vote.
- iii. Gina experienced issue with trying to see all candidates' biographies, which led to ballot being submitted without her voting.
- iv. Web created the ballot in the past, but was unable to work on it this year. Qualtrics was the next best option.
 - 1. The list of advisors we received had some errors for advisor emails.
- v. AAC can approve next year's ballot before it goes live.

c. FERPA Release in Advisor Notes

- i. Think we can do it, haven't had ability to test live on yet.

V. New Business

a. AAC Awards Ceremony Schedule – Brent

- i. Questions about award ceremony information.
 - 1. Include RSVP in the Spring Advisor Day invitation.
 - a. This will give us a baseline of who will attend.
 - 2. Also reach out to award winners to determine who else will come.
 - 3. Amy will emcee event and award winners will have nominator or supervisor talk about their achievements.
 - 4. AAC will contact award winners to have them invite family/colleagues.

b. Subcommittee Representation – Brent

- i. Call for membership email is drafted and ready to go.
 - 1. Likely will be sent out this afternoon or tomorrow.

c. Faculty Seeing Advisor—Amelia/Brent

- i. Some faculty said they cannot see a student's advisor in their faculty center.
- ii. At risk reports can be hard to follow up on during registration time, so it may be helpful for faculty to follow up with students.
- iii. How are faculty conversations with advisors going to be different than conversations with students?
- iv. Found it to be helpful when faculty contact advisor, as it can help us to know what else is going on.

- v. If this can be added to the class roster, faculty will not have to look in another place.
 - vi. Amelia can ask if this is an option.
- VI. Campus Solutions/Registration
 - i. See above.
- VII. Committee Updates
 - a. Assessment (Janet)
 - i. 2020 Chair – Janet
 - ii. Have not met.
 - b. Technology (Ryan)
 - i. 2020 Chairs – Liz Chupp and Amanda Papinchock
 - ii. Meet at 11am
 - c. Teacher Education (Jess)
 - i. 2020 Chairs – Megan Baxter and Marty Greenberg.
 - ii. Created session dates and topics.
 - iii. Discussion about background check process with registration and clinicals.
 - 1. Concern for transfer students who may not have started the process.
 - iv. Massive endorsement changes, Troy sent out information.
 - v. No teacher ed advisor on the AAC currently
 - 1. Should it be considered a special population?
 - d. PDT (Megan or Shanna)
 - i. 2020 Chairs – Tracey Warner and Kate Boutilier
 - e. Mentoring & Connections (Brent)
 - i. 2020 Chair - Brent
 - f. AAC Awards Selection
 - i. Nothing to report.
- VIII. Student Representative Report
 - a. No representatives available today.
- IX. Other Business?
 - a. New repeat policy-Megan
 - i. How will this work for current students, who are seen on a case by case basis?
 - ii. As long as it falls in line with policy, it will be approved.
 - iii. More clarification should be sent out to advising community.
- X. Next meeting – January 23rd
 - a. Ryan motioned, Megan seconded, all approved.

Respectfully submitted:

Gina M. Turton

1/15/20