

## AAC Minutes: March 19, 2020

Present: Megan Taylor, Ryan Gray, Brent Kane, Brody Frieden, Gina Turton, Jazmyn Thomas, Crystal Nourie, Lindsey Prior, Amelia Noel-Elkins, Shanna McDaniels, Amy Hurd, Soemer Simmons, Jess Ray, Janet Tulley

- I. Approval of minutes from February 20<sup>th</sup>, 2020.
  - a. Megan Taylor motioned, Lindsey seconded, minutes unanimously approved.
- II. Chair's remarks
  - a. Nothing to report.
- III. Secretary/Treasurer Report
  - a. Nothing to report.
- IV. Old Business
  - a. Registration Dates & Times – Ryan & Crystal
    - i. Nothing to report.
- V. New Business
  - a. Special populations representation – Study abroad advisors
    - i. The question of should Study Abroad advisors be represented as a special population on AAC was recently posed when INTO was added.
    - ii. Who represents a special population? What is the definition of an advisor? If we include Study Abroad, do we also include Athletic Study Center, Career Advisors, etc.?
    - iii. Looking at advisor job description, Study Abroad doesn't meet the requirements to sit on this committee at this time. However, we encourage them to come to the professional development events.
  - b. Various topics regarding current events
    - i. Transfer Day concerns
      1. Transitioning to Zoom for advising appointments.
      2. Concern around navigating back-to-back Zoom appointments.
      3. U College is pushing info through Slate to admitted transfer students about virtual Transfer Day.
      4. How-to registration videos have been used with Transfer Day appointments in mind. Identifiers are blocked out, but student who helped with videos will need to submit signed release to Registrar.
    - ii. Send any scheduling issues to Amy. Some faculty who plan to go synchronous have changed the meeting time of their classes.
    - iii. Are we extending the withdraw date? Big topic being discussed right now. No definitive answer as of today. Monitoring request forms coming through. Not doing a reduction of tuition costs at this time.
      1. Deadline to drop second 8-week courses? We are using Thursday 3/26 as the deadline since that's the typical timeline for 2<sup>nd</sup> half drops.
    - iv. Visor academic support services are totally virtual.
      1. If we go to shelter in place, we would all work from home. Offices would be open virtually.
    - v. How do we want to communicate in the advising community?
      1. Some units are using Teams

2. Good information being posted on Advising Wiki 2.0 – COVID-19 Resources.
  3. AAC will communicate to advisors via the listserv.
- VI. Campus Solutions/Registration
- a. Nothing to report.
- VII. Committee Updates
- a. Assessment
    - i. Nothing to report.
  - b. Technology
    - i. Nothing to report.
  - c. Teacher Education
    - i. Nothing to report.
  - d. PDT
    - i. Discussing whether or not we should hold mini session on Advising Notes in late April virtually or postpone until we're back on campus. AAC feels virtually is most beneficial at this time given our current circumstances showing the need for CS Advising Notes. Recommended via Zoom so that we can use the chat function for questions and also record the session for those not able to participate live.
  - e. Mentoring & Connections
    - i. Cancelling everything for the remainder of semester.
    - ii. How about a 20-minute check-in with lone department advisors?
  - f. AAC Awards Selection
    - i. Nothing to report.
- VIII. Student Representative Report
- a. In talking with juniors and seniors about how they are handling the transition to remote learning, they are disappointed and concerned about economy.
- IX. Other Business?
- a. Nothing to report.
- X. Next meeting – April 2<sup>nd</sup>
- a. Ryan motioned, Brent seconded, all approved.

Submitted by:  
Shanna McDaniels  
3/30/20