# AAC Minutes: February 6, 2020

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

I.  Approval of minutes from January 23rd, 2020.
    a.  Megan motioned, Gina seconded, minutes unanimously approved.
II.  Chair's remarks
    a.  Nothing to report
III.  Secretary/Treasurer Report
    a.  FY21 Committee Budget Proposals
        i.  Mentoring & Connections would like to increase their total request from $100 to $200 for the calendar year.  This is due to a large number of new advisors increasing food costs.  AAC approves proposal.
        ii.  PDT would like to increase their total request from $1,100 to $1,200.  No reasoning for increase provided; Treasurer will follow-up with co-chairs.  AAC is concerned that PDT budget is primarily going to food and would like to see more events not surrounding food (e.g. bringing guest speakers to campus). Denying increase for now until we know more.
    b.  AAC Minutes to Listserv
        i.  A request was made to send approved AAC meeting minutes to advising listserv to make them more accessible.  AAC approves Secretary sending link to the website via listserv as minutes are posted.
IV.  Old Business
    a.  Registration Dates & Times – Ryan & Crystal
        i.  Nothing to report.
    b.  Course Finder Updates – Megan
        i.  Megan has been asked to present best practices for Course Finder at Spring Advisor Day.
        ii.  Concerns that some prerequisites on CF are still inaccurate, but most of that has been cleaned up.  What is listed on CF is enforced, so it's a good idea for departments/schools to go into CF and make sure what is listed is accurate. Email curriculumforms@ilstu.edu to report inaccuracies.
        iii.  Fall classes will be released on CF on March 1st
        iv.  Concerns that IAI link on left-hand side of page under Common Searches isn't grouped the same as the IAI tab at the top of the page. The latter is more helpful for students.  The Gen Ed information can also be grouped differently to make it more student-friendly.  Web can help with usability of CF.
        v.  New catalog will list Gen Ed requirements and direct links to courses in CF. Launching May 18.  New catalog should be discussed at End of Year Wrap Up.
    c.  Identification of marginalized students in CS/systems - Jazmyn

     i. Group formed to discuss common definitions of marginalized and at-risk students will meet after March.
  V. New Business
    a. Assessment Results – Janet
      i. 2019 Student Undergraduate Survey of Academic Advisement
        1. Sent to students just about one year ago and participation was great with responses from every major.
        2. Great cross sections of FTIC vs. Transfer and spread of class standings.
        3. No vast differences from 2019 responses to past years.
        4. Positive and critical feedback shared by AAC Assessment are just a sample, but was compiled to reflect trends within the qualitative data. Redacted to protect advisors and units.
        5. For the most part, students have confidence in academic advising and positive experiences to share.
        6. Critical feedback:
          a. Large caseloads – trends were found in students feeling like just a number and feeling negative about group advising.
          b. Transfer credit issues – students transferring in credit that is not an exact match at ISU.
          c. Not feeling welcomed by advisors.
        7. AAC Assessment pulled data using Appointment Manager and found that advisors across campus are using the system differently.
        8. When looking at how the University can better support advisors, both case load and complexity of advising must be considered.
        9. AAC next steps – take assessment data trends and work with PDT to:
          a. Identify experts to train on advisor skillsets from position description
          b. Develop a template for advising pages on unit websites. New catalog will push students to unit websites so this is a good time to make recommendations.
        10. Tabled until next meeting – outcomes
      ii. 2019 Academic Advisor Satisfaction Survey
        1. Tabled until next meeting
  VI. Campus Solutions/Registration
    a. Nothing to report.
  VII. Committee Updates
    a. Assessment
      i. Meeting today to discuss what comes next after this survey. Not doing another one this year, taking time to re-group.
    b. Technology
      i. Meeting today.
    c. Teacher Education
      i. Met this week. Discussed CS major GPA calculations, ISBE updates, and new Gen Ed committee.
    d. PDT

            i.   Meeting next week with new members to recap Spring Advisor Day and continue planning End of Year Wrap Up.
- e. Mentoring & Connections
  - i. Sarah Roth taking over as Chair.
- f. AAC Awards Selection
  - i. Nothing to report.

VIII.    Student Representative Report
- a. Nothing to report.

IX.    Other Business?

X.    Next meeting – February 20th
- a. Some won't be attending due to Founders Day.  Five voting members will be present per AAC Constitution.
- b. Brody motioned, Jazmyn seconded, motion unanimously approved.

Submitted by:
Shanna McDaniels
2/13/20