

AAC Meeting Minutes: September 9th, 2022

In attendance: Clint Smith, Lana Cunningham, Brittney Vietti, Sarah Roth, Priyanka Aich, Jill Thomas, Katie Matheny, Crystal Nourie, Stacy Ramsey, Amelia Noel-Elkins, Janet Tulley, Soemer Simmons, Wendi Whitman

- I. Approval of minutes from August 26th – approved by Sarah, second by Brittney.
- II. Chair's Remarks
 - a. Welcome Jill and Katie
 - b. Introductions
- III. Secretary/Treasurer Report – Lana has accepted a new advisor position within MCN (leaving University College). AAC voted for Lana to remain on AAC until her term is up December 2022.
- IV. Old Business
 - a. Advising Success Network Updates – September module dates have been set. Amelia has accepted a new position and is meeting with Amy Hurd to discuss who will take on this business.
- V. New Business
 - a. Winter Session in CourseFinder – Sarah. Winter session is up in CourseFinder. There is no separate list for winter term courses though. Could winter and spring be posted at the same time?
 - i. Two dates for winter registration and spring registration.
 1. September 1 for coursefinder to be live, October 1 for shopping cart to be live?
 - a. September seems too early for some departments and they will not have the schedules finalized to be posted in MY by September 1st.
 - b. We don't want students to be able to put courses in their shopping cart when courses are not finalized yet.
 - c. Some students do not look at coursefinder beforehand. It is frustrating that coursefinder will show all courses, but you do not know the actual availability for that course.
 2. Spring semester is a different calendar (everything happens in March at the same time). Is there an in-between we can compromise? September 15 and February 15 for courses to show

in coursefinder is going to be looked into. October 1 and March 1 will remain for courses to show in MY.

- ii. Language needs to be updated in coursefinder to show students that the details and availability are subject to change.
 - iii. Plans to add the date to the academic calendar for courses showing in coursefinder and MY.
- b. Advising Awards Application Cycle – Clint. Brian Aitken as guest at AAC meeting. The student does not have a vote towards AAC award recipients. Students on the Council on General Education (CGE) have an equal vote with faculty and staff. Some colleges allow students to vote, some do not. No clear guidance in the AAC bylaws about students not being voting members on AAC. Point about how reaching quorum will work when we go through periods of not having a student representative in the role. We need 5 voting members, potential to add another student. Should we revisit the entire membership of AAC representatives? It makes sense for the students to have a vote, if they have a voice. We could stagger when student representatives are on AAC until they start their term (for example, one student could shadow while the others are voting members, up until their term starts). Could consider sending out a recruitment survey to all students to allow students to apply to join. AAC will vote on this at the next meeting.
- i. Setup working group (open to full advising population). Everything should be in place by January. Call for interested advisors will be sent out.
 - ii. [Wendi Whitman begins notetaking] Currently 3 awards are available. The application cycle may need adjusting, voted on other items, but NOT the application cycle. The call was in early November but tied to deadlines for Founder's Day. General discussion on what is best.
 - iii. Resolution: Selection committee needs to meet in February (not March), then open the applications early for a longer period of time. December 1 to January 15. Allows time for Soemer to gather and post application materials, and the committee has time to review them.
 - iv. Soemer- Plan to schedule a selection meeting in February now to minimize calendar conflicts.
 - v. For next AAC meeting: Clint will draft selection committee membership. Further explore number & membership of the selection committee.

VI. Campus Solutions/Registration – no update.

VII. Committee Updates

- a. Assessment – no meeting.

- a. Technology – last Thursday. Registration Guardian meetings will move forward in the fall semester. Spring efforts were helpful for visualizing the registration process.
 - i. Discussed standardizing Course 290 forms across campus. After discussion, this was deemed not viable since there are differences that are needed.
- b. Teacher Education – replacement of Live Text: does this require a vote? Throughout Preview students did not know about getting a Criminal Background Check before September 1, 2022.
 - i. Messaging was not cohesive.
 - ii. Whitman will work with Greenberg, Thomas, Turton, and others to get communication out to students.
- c. PDT – Fall advisor day is scheduled on 9/23; please RSVP and ask colleagues to do so because PDT needs a number for planning. Brittney will step down in PDT as she moves to POL.
 - i. Outlook may be causing trouble with RSVPs. List from the Outlook invitations versus membership of the ISUADV listserv.
- d. [Clint Smith begins notetaking] Mentoring & Connections – An invite for a mentor/mentee lunch is going out today. It will be before Fall Advisor Day.

VIII. Student Representative Reports – no report.

IX. Other Business?

- a. Priyanka – Advisors are asking about increasing number of second 8-week classes moving forward during fall or spring semesters. Amy has that on her radar, is in favor, and is actively working towards increasing this.

X. Next meeting: 10:00 AM, September 23rd

Submitted by:
Lana Cunningham
9-12-22