

AAAC Meeting

November 20, 2009

Members Present: Mark Vegter, Mindy Kinney, Tiffany Borne, Janet Claus, Jon Rosenthal, Amelia Noel-Elkins, Jess Ray, Shari Zeck

Members Absent: Lauren Monahan

Newly Elected Members Present: Brian Aitken, Teri Farr

I). Chair's Report

No report.

II). Secretary/Treasurer's Report

The minutes from the November 9th meeting were approved with friendly corrections.

Current balance remains unchanged at \$2335.95. The committee has approved up to \$100 for the Professional Development Committee for cookies and coffee at the December 3rd session.

III). Election Results

New members have been elected. Brian Aitken will be representing University College and Teri Farr has been selected as a Departmental/School representative.

IV). Advising Syllabus

Tiffany and Janet provided a draft of the freshman syllabus. The syllabus is meant to be a template, Departments/Schools can add in additional "checklist items" specific to their majors and programs.

Committee suggested adding goals/outcomes to the syllabus to more closely mirror a syllabus for a class. This also allows for an assessment piece to be used. Discussion consensus is that it does not need to be explicitly stated on the syllabus, it can be contained in the advisor information given along with the syllabus.

The committee appreciates the hard work of the syllabus committee. The committee is encouraged to move forward with the transfer student version of the syllabus.

V). Graduate Advisors

Issue was first raised as part of the Herb Sanders award criteria. Per our discussion last meeting Jon followed up with the Graduate School and there is no good way to identify all of the Graduate advisors.

Recommendation of the committee is to change the language in the Herb Sanders Criteria.

VI). Faculty Advisors

Mark has been approached by faculty advisors expressing concern that they don't have a "voice." Technically the Dean representative on the committee is considered to be the representative of faculty advisors. Committee discussed that working to involve the faculty advisors through the listservs, development sessions, etc. may be a better option than addition a specific representative to the committee.

VII). Committee Assignments 2010

We will realign committee memberships in January.

VIII). Committee Reports

Professional Development – December professional development session will be held in the SSB. Part of this session will be a "town hall" to discuss any issues related to advising. Spring development sessions are being planned and dates are forthcoming.

Assessment – working on the student survey, developing questions. The committee is meeting again in December.

Technology – has not met.

Syllabus – see agenda item IV. Meeting next on Nov. 30th to incorporate AAAC's suggestions and move forward with transfer version

IX). New Business

Officially welcomed new members.

December 10th will be our last meeting of the semester. Cancelled Dec. 18th meeting.