

AAAC Meeting

August 28th, 2009

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

I. Chair's report

Presentation at the Academic Senate went well. Questions were friendly. Question posed by a student senator – is a “Find Your Minor” website be worth pursuing? Committee feels that while a full blown website it probably not necessary, a website listing the minors that are offered with links to their websites would be beneficial for students.

II. Treasurer/Secretary's report

Budget – the cost of printing the advising mission statement fliers for use at the Academic Senate meeting has been processed. The current remaining total stands at 2507.00. The Assessment Committee has submitted a request for \$110 to be used to provide food to the focus groups they will be holding. Question was raised about the number of focus groups/participants. Mark will follow up with the Assessment Committee and has approval to provide up to \$110 per his discretion.

Minutes from 8/6/09 approved with friendly amendments.

III. Advising Syllabus

The Syllabus Committee provided a draft for our review. This draft is intended for advisors, the student version has not yet been drafted. Shari articulated that a syllabus typically has two components – the conceptual portion and the “schedule” of assignments and material covered – is that where this is headed? Janet – Yes, and examples are being looked at from various sources.

The emphasis will be on keeping it brief. Lots of work to still be done but wanted to be sure that nothing was raising red flags at this point. Amelia emphasized the need to keep it simple to maintain buy-in during the roll-out phases.

Would like to see the parts about connections with career center, student services, etc “pop-out” more. These pieces are vital for our students – many of them do not know these skills and are not finding these services on their own. Jon – also need to incorporate activities that occur in Preview and Passages (Mark – as well as Transfer Day Programs). Janet – those items are included in the freshman year as students consider themselves freshman as soon as they arrive at Preview.

Consensus is that the current document is a good start, the committee is eager to see the final version. Mark will email Grace with our comments (details provided to the Syllabus Committee via Tiffany and Janet).

IV. AAAC Configuration

At the A/P Council meeting concerns were raised that EMAS is “forcing” it’s version of advising on departmental/school advisors. (examples included the apply to your major timeline and the advising syllabus).

Do we as a committee need to do a better job communicating how AAAC works and how topics are generated and worked on? Yes – minutes are not currently posted – Mindy will check with Alex to see why they are not posted. Subcommittee minutes are current on the website. Consider having a professional development session covering those topics?

Should the composition of AAAC be revisited? Should more advisors be added? Consensus of the committee is that the composition should remain unchanged.

V. Committee Reports

Professional Development

Fall Advisor Day went well. Evaluations were positive – some complaints about the chosen date. Committee is now focusing on fall development sessions. First session is on Sept. 24th.

Technology

Met yesterday – aPortal was demonstrated by AIS. It was well received, will be pilot tested in the fall. Hopeful roll-out campus wide is planned for Spring 2010. Committee will meet weekly this fall.

Assessment

No report – Shari will be taking over liaison duties.

Syllabus

Has not met since our last meeting but will meet next week to discuss AAAC’s comments about the syllabus draft.

VI. Old Business

Alex and Amelia have updated the ISU A-Z links dealing with advisors. Look over the new site and give Amelia any feedback.

Apply to your minor is not live. Hope to have site working sometime mid-semester.