

## AAC Minutes: 3/6/2014

**IN ATTENDANCE:** Allison Anson, Christina Fontenelle, Nuusa Faamoe, Janet Tulley, Nancy Diller, Greg Diller, Elizabeth Chupp

I. **Approval of Minutes:** Allison motioned to approve, Nancy seconded. All voted in favor.

### II. Chair's Remarks:

#### a. *WX Checklist*

- i. We briefly discussed the possibility of having a WX checklist for part-time students on the Registrar's website. Since Jess was not in attendance, we tabled this discussion until next time; however, Greg shared that the general consensus was to hold off this checklist since we have the new People Soft system coming out shortly.

#### b. *Advising Syllabus/Reggie Guide*

- i. We discussed whether or not the Advising Syllabus should continue to be included in the Reggie Guide at Preview. Some of the points brought up included the following:
  1. Preview is already overwhelming for students and this may be not the time to introduce the Advising Syllabus.
  2. Extra printing cost is a concern. Could those pages in the Reggie Guide be utilized in a better way?
  3. Students do hold onto the Reggie Guide. If they don't read through the syllabus during Preview, perhaps they will look over it on their own time.
  4. Question to consider – should the syllabus be distributed at Preview or should it be discussed during one-on-one advising meetings? Or could we do both?
- ii. We did not come to a firm decision. Further discussion on this topic is needed.

#### c. *Annual Giving/Senior Campaign*

- i. The folks organizing the Annual Giving/Senior Campaign asked us to discuss the idea of advisors sharing information about the Senior Campaign with their students during appointments and ultimately encouraging seniors to donate back to ISU. Some points discussed included the following:
  1. The general consensus was that individual advising appointments was not the appropriate time to encourage students to donate. Since advisors are in a position of power in regards to student records and graduation requirements, students may feel pressured from their advisors to give even if they don't want to or can't afford it.
  2. We thought this message would be more appropriate coming from Chairs and Deans. Nancy shared what the Dean of the College of Nursing does to promote the Senior Campaign, including visiting classrooms to talk with seniors and giving them the option to designate where the money goes and/or donating in honor of someone.
  3. We also thought this information could be distributed at the Grad Finale.

### III. Secretary/Treasurer Report

- a. We still have \$2,008 in our budget.

IV. **Student representative reports:** No report

## V. Committee Liaisons and campus call for committee membership recap

### a. *Assessment:*

- i. The student survey is currently out and students are responding. The survey closes on March 7, 2014. At that time the committee will draw the winners of the early registration prizes.
- ii. The committee is still exploring the possibility of benchmarking advising at ISU with NACADA. Maybe a CAS assessment. They determined they would need additional resources to do this kind of assessment.

### b. *Technology:*

- i. Committee is still exploring how Image Now is being used for advising notes. UW uses People Soft and has an online advising notes system. Ryan is going to look into the notes feature in the new People Soft system and the committee will decide if we should continue to use Image Now for advising notes or transition to the notes feature in People Soft. Either way, money will probably be necessary to make one of these options a reality.

### c. *Teacher Ed:* No report

### d. *PDT:*

- i. Discussed the remaining sessions we have for the spring semester.
- ii. Discussed the Summer Advising Session on May 28<sup>th</sup>: Community College Collaboration session. Reviewed the purpose behind the day and the proposed agenda. Christina suggested PDT include a transfer student panel on the agenda to get feedback from students about the questions/difficulties they had during the transfer process. PDT will discuss this session at their next meeting.
- iii. Discussed the other sessions planned for the summer (Appointment Manager workshops, QMF follow up session (?), CTLT Symposium Proposal brown bag, and summer book club).
- iv. Discussed the idea of PDT coordinating a “welcome packet” for new advisors on campus. This welcome packet would also include the contact information for a few advisors on campus that are willing to serve as resources to the new advisors. PDT will discuss this at an upcoming meeting.

### e. *Marketing:*

- i. Committee had their first meeting this week. They don't have any definitive plans moving forward yet, but they are brainstorming several ideas and researching the costs of a variety of options.

Motion to adjourn – Greg with a second from Nuusa. All in favor.

**Next meeting: 3/20/2014**