

AAC Minutes: 5/29/2014

IN ATTENDANCE: Allison Anson, Elizabeth Chupp, Greg Diller, Nancy Diller, Nuusa Faamoe, Ryan Gray, Amelia Noel-Elkins, Jess Ray, Jonathan Rosenthal, Janet Tulley

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

II. **Chair's Remarks:**

- a. *Recap of Summer Advisor Day:* Overall, the verbal feedback we received from Summer Advisor Day was positive and most people seemed to enjoy it. Greg and Liz had not yet seen the formal evaluations from Summer Advisor Day, but Stacey Meyer indicated they were also positive. People particularly seemed to enjoy hearing from the community colleges and the financial aid session. The one aspect to improve for the future is to provide coffee in the morning.

III. **Secretary/Treasurer Report:**

- a. *Spending Part III:* Liz is working with Angie Scott and the respective committee contacts to facilitate the transfer of funds for the FY14 budget requests we received. All of the budget requests are still outstanding, but are in the process of being resolved. Liz will provide an update at the June 12th meeting.

IV. **Committee Updates:**

- a. *Assessment:* Sa inquired about offering more early registration prizes as incentives for the next student survey. Jess and Jonathan both said no to this idea as early registration is meant to be a special incentive and we already have a lot of students who fall under the priority registration category. In addition, we weren't sure if it would really increase the response rate for the survey.
- b. *Technology:* No report – Although Allison and Mindy are going to Oracle training in the near future to get an introduction to the advising functionalities.
- c. *Teacher Ed:* They are working on putting together a flow chart for advisors so we know where to send students who contact us with questions related to teacher education. Jess will send the flow chart to the advisor listserv when it is completed.
- d. *PDT:*
 - i. We touched based with the Assessment Committee representatives to see if they would like to host their own session in the fall to present the summary of the student survey or present this information at Fall Advisor Day. Janet seemed to think presenting at Fall Advisor Day would be best so they will have a captive audience. Assessment is unsure how long they will need for the session at Fall Advisor Day. They will get back to PDT with this information and we'll work it into the schedule accordingly.
 - ii. Fall Advisor Day is scheduled for September 3, 2014 beginning at 9am (with check-in starting at 8:30am).
- e. *Marketing:* They would still like to purchase some giveaways to help promote the advising Facebook and Twitter accounts during Festival ISU in the fall. Clint Smith will be working with Liz and Angie Scott to arrange the order.

V. **Other Business:**

- a. Jonathan shared that he is making good progress on seats for the freshman in fall 2014. So far, we are good on COM, ENG, Math, and most of the sciences.
 - i. We discussed whether or not GEO 211 would be a good course for freshman if the prerequisite was waived. The overall consensus was that this course is not suitable for freshman as upper-class students struggle with this course after having met the prerequisite.
 - ii. Jonathan is still working with CHE to get more seats in the fall for freshman.
 - iii. Jonathan asked whether or not we could possibly use Capen Auditorium for large classes in the fall. This would allow us to open up more seats in some larger lecture courses. Jess is going to look into this possibility.
 - iv. Janet shared that MUS 152 and MUS 157 are on the books for the fall with no instructor listed and they are just waiting for funding. Janet is going to work with Jonathan to get funding approved for these courses so that can be opened for the fall.
- b. We also discussed the confusion over the new GEO 142: Human Geography course. The course fulfills the new UST general education category, but no longer fulfills the Global Studies requirement. Jess is going to coordinate communicating with the students who are currently enrolled in this course to clarify the requirement this course fulfills.
- c. Janet is also going to work with Jess to submit MUS 157 for IAI approval to count as a Fine Arts course.

Motion to adjourn – Allison with a second from Nancy. All in favor.

Next meeting: 6/12/2014