

AAC Minutes: 8/22/2014

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

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

II. Chair's Remarks

- a. *New Student Representative – Salina Olivo:* Salina will be our new student representative on AAC for the upcoming academic year. Salina is a second year peer advisor in University College. We are still planning to reach out to the Student Government Association to see if they would like to include a student representative on AAC.
- b. *ISUADV listserv email from Wendi:* Greg sent out the updated list of people who are included on the advising listserv. If you see anyone who should no longer be included on this listserv, please contact Wendi to have them removed.
- c. *Summer registration release date??*
 - i. *Where will summer registration be?:* Some advisors were inquiring about what system students will use to register for summer courses and when summer registration would happen. Jess shared the following registration information with us:
 1. Spring 2015 registration (opens in October 2014) will take place in the mainframe
 2. Summer 2015 registration (opens in March 2015) will take place in the mainframe
 3. Fall 2015 registration (opens in March 2015) will take place in the new Student Information System (Oracle Peoplesoft Campus Solutions)
 - ii. Jess will also email this information to the advising listserv so all advisors have this information.

III. Secretary/Treasurer Report:

- a. Liz presented PDT's proposed FY15 budget. Jon moved to approve the budget with a second from Allison.
- b. We determined that the Marketing committee is the only other committee that may have budget needs. Liz will follow-up with the chair of the Marketing committee (Clint Smith) to see if they have a budget they would like to present to AAC.

IV. LEAP Forward:

- a. *Updates:*
 - i. There are trainings happening in the next two weeks for "viewers" and "doers" for the new SIS Admissions Model. The "viewers" training will allow users to simply see the navigation functions of the new SIS Admissions Model, while the "doers" training will allow users hands-on training opportunities. It may be helpful for advisors to attend the "viewers" training if possible to get a glimpse of what the navigation will look like in the new SIS.
 - ii. Over the past two weeks, the advising module has started getting some attention of the developers.
 - iii. Kirk Hines created a list of Critical Success Factors to reflect the needs of advisors. For the new SIS, Critical Success Factors are defined as the minimum advisors need to do their jobs for the majority of students.

- iv. Kirk Hines, Ryan Gray, and Amanda Trefzger from the Registrar's Office will be working on the advising module in the upcoming months.
- b. *Communication:*
 - i. Jess, Amelia, and Kirk will be giving a Leap Forward update at Fall Advisor Day.
 - ii. Jess will begin the update with introductions.
 - iii. Kirk will have the bulk of the time allotted for the Leap Forward update. Kirk will address what he is doing on the project and give updates about the development of the advising module (where we are, timeline moving forward, etc.).
 - iv. Amelia will wrap up the update with a Q&A period. She is planning to collect questions from advisors on index cards as well. These questions will be used going forward as we continue to build the advising module.
- c. *Training:*
 - i. Trainings for advisors will be facilitated through Administrative Technologies. AT may need some people to test out their trainings to see how they will go and what issues may arise.
 - ii. We'll need to stress that advisors will need to keep the Oracle definitions in mind during training sessions. For example, Oracle defines advising as a degree audit. Keeping these definitions in mind will allow trainings to go smoother. Remember to differentiate between what is a module and what we do at ISU.

V. Committee Updates:

- a. *Assessment:* Last meeting focused on prepping their update for Fall Advisor Day.
- b. *Technology:* No report. They will be meeting again in two weeks.
- c. *Teacher Ed:*
 - i. They sent out a survey to address topics of interests among advisors and gauge preferred days/times for sessions.
 - ii. Greg shared that they are starting a Teacher Education Transfer Advisory Board to address how to help transfer students better prepare for the Ed TPA.
 - iii. Jon shared that one of the road blocks currently being examined is the question of how can we help students who fail Ed TPA graduate with a meaningful degree. Currently, we have about a 15% fail rate on Ed TPA. So, we're trying to figure out how we can shift these students to a degree program that will help them graduate and add value to their degree.
 - iv. There are discussions about offering a one-credit hour class over the summer to help students prep for the Ed TPA exam.
- d. *PDT:*
 - i. They finalized the schedule and plans for Fall Advisor Day.
 - ii. They also finalized the schedule of fall sessions. They will plan to distribute the list of fall sessions at Fall Advisor Day.
 - iii. Recapped the Summer Book Club. It seemed to go well and all participants enjoyed the book. The books were purchased with a grant from CTLT and PDT will pursue this as an option for next summer's book club as well.
 - iv. They also confirmed that the Town Hall meeting in December will be held in the new University Galleries.
- e. *Marketing:* No report.

VI. Other Business:

- a. *Textbook Costs:* Sa brought up concerns regarding the rising cost of textbooks. It seems as though more and more students are having difficulty affording their textbooks. He wanted to pose the problem to AAC to see if we had any insights or solutions.
 - i. Jess shared that our campus doesn't have the physical space to offer a more robust textbook rental system. It would be cost prohibitive to convert space and store all the necessary books. The cost for library reserves is also prohibitive, which is why our library reserves are not very robust.
 - ii. Jess indicated that School/Department advisors can help influence faculty members to cut back on textbooks that are required/suggested and to encourage faculty to be more mindful of the end cost to the student for their textbooks. Jess will send the textbook information from the Registrar's website to the listserv so School/Department advisors can share it with faculty.
 - iii. Janet also shared that eBooks can contribute to the rising costs of textbooks for students. eBooks tend to be very expensive and it's more difficult for students to find alternatives for these textbooks (i.e., library reserves, hard copies to borrow, etc.).
 - iv. Financial Aid does have a few programs and scholarships available to help students with the cost of textbooks. If we truly have a student in need, we can direct them to speak with a Financial Aid counselor.
- b. *Freshman Enrollment:* We're still waiting on 10th day numbers for the official enrollment of the freshman class. About 3,685 students went through Preview this summer. Jon anticipates that the final freshman enrollment will be around 3,600.
- c. *Temporary AAC Chair:* Greg nominated Nancy Diller to serve as the temporary AAC chair while he is out on leave. The committee approved this nomination.

VI. Next Meeting – September 5th

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