

## AAC Minutes: 10/17/2014

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

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

**II. Interim Chair's Remarks:**

- a. *Review Herb Sanders Award selection committee:* We reviewed the members that have served on the selection committee in the past and selected the members to serve on the selection committee this year. The new members include: Nancy Diller, Liz Chupp, Maureen Smith, Greg Diller, Jody Decremer, Janet Claus, Susan Woollen, Diane Skidmore, and Ryan Gray.
  - i. Liz sent the list of committee members to Angie Scott. Angie will notify all committee members and set up committee meetings.
  - ii. We will send out the call for award nominations in early November.

III. **NACADA Region V donation:** AAC was invited to sponsor a \$100 donation to NACADA Region V. The AAC approved this sponsorship. Jon will inform Angie Scott of our decision and she will process the paperwork for the sponsorship.

IV. **Secretary/Treasurer Report:** As of 10/3/14 AAC had a balance of \$2,822.03 in the budget.

**V. Leap Forward updates:**

- a. Jess mentioned that he is still working on the answers to the Fall Advisor Day questions. Once he has all of the answers compiled, he will send them out over the listserv.
- b. Amelia had a meeting with the Leap Forward team to review the Critical Success Factors for the advising module. Currently, advisors and students will continue to work in the mainframe system up through summer 2015; but, the fall 2015 information will be in People Soft. Amelia brought up the concern that students will be very confused having to register in two different systems, but those concerns were dismissed.
  - i. As a result of these concerns, there is some conversation happening about when they will migrate data to make it easier to transition to the new system. Although, Jess mentioned that the Leap Forward folks are having trouble getting our data configured in the People Soft system, so it seems likely that we'll be living in two different systems during the spring 2015 semester as students are registering for summer and fall classes.
  - ii. For a continuing students, advisors will continue all of their functions in the mainframe up through summer 2015 enrollment. For new students that begin in the summer, advisors will have to work with those students in both systems. For new students that begin in the fall, advisors will just be working in the new system with those students.
  - iii. We discussed how to strategically communicate these messages to advisors on campus. We decided it shouldn't be communicated right now because advisors have too much on their plates.
  - iv. We also discussed the idea of having links in My Illinois State that would automatically connect students to the new system to make it easier during the transition. For example, when they click on "Fall 2015 Course Registration," it would take them directly to the new system. Their ULID

and password information will be the same in the new system, but will no longer need to have a PIN number.

- c. Jess spoke about training. He spoke with the representative to get it back on the forefront of their minds. They are going to begin working on a training timeline and start developing a plan for what the training will look like.
- d. There are now a lot of advisors working part-time on the Leap Forward project and it's a good mix of University College and School/Departmental advisors. An additional full-time, extra help person will also begin working on the module this week.
  - i. The advisors working on the module can begin to talk with their colleagues about the system and begin filling the information void that currently exists.
  - ii. President Dietz will be coming by to thank everyone working on the Leap Forward project this week.

#### **VI. Committee Updates:**

a. *Assessment*: No report.

b. *PDT*:

- i. Liz related the plans for the Town Hall agenda. When asked who we should invite to participate from Business Analytics, Jess suggested we invite Candace Reed. We'll invite Candace to be there to field advisor questions and get a sense of the concerns advisors have regarding the transition.
- ii. Through our discussion, we discovered there might be a slight mix-up with dates for our November sessions. Liz and Stacey Meyer will investigate and re-confirm dates via the listserv to all advisors.

c. *Teacher Ed*: The committee did meet, but we were unsure of the updates.

- i. Janet mentioned that we should all visit the Studio Teach space in DeGarmo Hall. It's a "computer lab" where students bring their own devices. They have smart boards, 3D printing/scanning, and other neat features for education majors.
- ii. Jonathan mentioned that there will be open forums in November related to Writing Across the Curriculum and International vs Global Studies.

d. *Technology*: No report.

**VII. Next meeting: October 31<sup>st</sup> – location change: University Galleries:** Angie Scott will update the location on our calendar invites.

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