

AAC Minutes: 12/12/14

IN ATTENDANCE: Allison Anson, Elizabeth Chupp, Greg Diller, Nancy Diller, Nuusa Faamoe, Ryan Gray, Shauna Hoffman, Stacey Meyer, Amelia Noel-Elkins, Jess Ray, Jonathan Rosenthal, Sarah Roth, Janet Tulley, Nick Virgil

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

II. **Chair's Remarks:**

- a. *Welcome new members:* We welcomed our three new AAC members – Shauna Hoffman, Stacey Meyer, and Sarah Roth. Thank you to Allison Anson, Nuusa Faamoe, and Ryan Gray for their service on AAC.
- b. *Advising Advocate Award:* We received a nomination for Harriett Steinbach. Nomination for the award was approved.
- c. *Wording on the New Advisor Award:* Clint Smith was this year's winner. The committee determined that the wording on the website needed to be cleaned up and condensed some to allow for consistency among all nominees. Greg will work on some revisions and a checklist for the award criteria. He'll bring these revisions to the committee for approval.
- d. *Herb Binder Discussion:* Brian Aitken was this year's winner. Same as above: the wording on the website needed to be cleaned up to allow for consistency among all nominees. In addition, we discussed possibly setting a page limit or a limit on the number of recommendation letters a nominee can submit. The reasoning behind this is to make it less burdensome on the nominee to gather materials and less burdensome on the review committee. Again, Greg will work on some revisions and a checklist for the award criteria and bring these revisions to the committee for approval.

III. **Secretary/Treasurer Report:** Budget is holding steady at \$2,722.03. In January, PDT will be submitting invoices for treats from the Town Hall meeting and the upcoming Spring Advisor Retreat.

IV. **LEAP:**

- a. AT may have come up with a solution to assign students to advisors in the new system. They've found a program that would allow them to assign students to advisors using rules. Students would be assigned to the same advisor that appears on their My Illinois State portal and the program will allow a student to be assigned to multiple advisors (for example, in the case of a student athlete).
- b. As of now, we've heard that the waitlist feature is going to be available in the new system. It will be part of a delayed rollout. We'll pilot this feature for the fall 2016 registration cycle.
- c. AT is clarifying what it means for the advising module to be in the "spotlight." This simply means that AT is currently putting all of their resources towards the advising module.
- d. Testing on the advising module will occur when ISU is shut down for the holidays. The testing dates and corresponding content are still not finalized.
- e. Training for advisors will occur in January 2015. As of now, the trainings in January will just focus on advisors, peer advisors, and graduate assistants. Follow up trainings will occur in February for administrative support employees who currently use the mainframe for limited functions.
- f. It was noted that we still need to have more discussion with AT regarding role based assignments in the new system.
- g. It was also noted that Transferology will still be a separate tool from the new system.

V. **Committee Updates:**

- a. *Assessment:* No report. They will be moving forward with the next phase of the student survey in the spring semester.
- b. *Technology:* No report.

- c. *Teacher Ed*: No report.
- d. *PDT*: Hosted the Town Hall and Common Reading events in December. Both were well attended and well received. Plans are in place for Spring Advisor Retreat on Jan. 16, 2015.

VI. Call for membership:

- a. *Technology Committee*: Greg is going to put out the call for committee membership in January. We discussed whether or not we wanted to limit additional members on the Technology committee and/or encourage participation in other committees. We determined that we don't want to discourage involvement by denying an advisor's request to serve on a committee.

VII. Items for the good of the cause?

- a. Nick Virgil, our new student representative, introduced himself to the group. He is a BTE major. He'll be joining us in the spring 2015 semester.
- b. At our first meeting in January, we'll elect a new chair and new secretary/treasurer. Typically, a second year member serves as the chair and a first year member serves as the secretary/treasurer.

VIII. Next Meeting – Set spring meetings in MLT 102 C

- a. We set our meeting times for Thursdays at 9:00am. Our first meeting in the spring will be held on January 8, 2015.

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