

AAC Agenda: October 8, 2015

Present: Nancy Diller, Elizabeth Chupp, Greg Diller, Stacey Meyer, Jess Ray, Janet Tulley, Cassie Myroth, Amy Secretan, Jon Rosenthal

- I. Approval of Minutes – Approved by Liz, and second by Cassie
- II. Chair’s Remarks – reviewing budget request from PDT (See attached document) Greg made a motion to approve, Liz second
- III. Interim Secretary/Treasurer Report
 - a. Review budget requests from sub-committees – see chair’s remarks
- IV. Committee Updates
 - a. Assessment – no report
 - b. Technology – no report
 - c. Teacher Ed – Troy Hinkle discussed PBA requirements and Golden Apple
 - d. PDT – Brown bag sessions: teaching careers course, transfer day best practices, common reading, town hall, Transferology show and tell
- V. Student Representative Report – no report
- VI. Campus Solutions/Registration
 - a. 2,336 students registered. A few minor issues have been fixed
 - b. Exceptions have not been moved to new system, might need to be hand entered by registrar staff. Will print and entered into Image Now so advisor can see graduation exceptions
 - c. Loading transfer data into new system
 - d. New start fixes are being made, but will take time
 - e. 100 Preliminary audits for December grads over this past week, have over 1,000 more. Registrar will send email to student stating they have a deficiency and to look at academic requirement report for details. Advisors will get one email with all students with deficiencies.
 - f. Transfer Day – Amy or Teresa can fix hold. Students are still being matriculated for spring, Amy is working on enrollment appointments.
 - g. Registration is running smooth so far. Not many student phone calls
 - h. Mainframe decommission – Jess will send a list of screens still needed to Nancy in AT.
 - i. Concerns about transfer student credit not being accurate in campus solutions in degree audit – Send an email to transferregistrar@ilstu.edu with situations to help track trends (Email subject: IAI trend, not needed now)
 - i. Override request forms – good reviews from students that only had to go to one place
- VII. Other Business – Briefly mentioned the new email exchange change starting Oct 26
 - a. APA grades – academic senate asked about changing WX deadline up. No plans to change it
 - b. Enrollment dates assigned based on earned hours, attempted to organize students based on hours. Had some glitches in the system
- VIII. Next Meeting – Oct. 22nd
Motion to adjourn by Greg Diller
Second by Stacey Meyer

**AAC Professional Development and Training Committee
Budget Proposal FY 16**

Fall Advisor Retreat	\$197.00	
Room fees	\$0.00	(No charge from the Alumni Center)
Printing	\$0.00	(covered by the department)
Pizza	\$105.00	(purchased from Little Caesars)
Additional food/supplies	\$70.00	(purchased from Sam's)
Donuts	\$22.00	(purchased from Dunkin Donuts)
Spring Advisor Retreat	\$150.00	
Room fees	\$0.00	(No charge from the Alumni Center)
Printing	\$0.00	(covered by the department)
Food	\$150.00	(purchased from Sam's)
Summer Advisor Retreat	\$150.00	
Room fees	\$0.00	(No charge from the Alumni Center)
Printing	\$0.00	(covered by the department)
Food	\$150.00	(purchased from Sam's)
Other	\$100.00	
ILACADA Conference	\$100.00	To be used by one advisor to cover conference fees and registration
TOTAL	\$597.00	
Other (if funds are available)	\$525.00	
NACADA webinar	\$125.00	To be offered as a spring 2016 professional development opportunity
Books	\$250.00	To purchase books for the common reading during the summer
Town Hall	\$150.00	To purchase food and beverages
TOTAL	\$1122.00	