

AAC Agenda: March 31, 2016

In attendance: Shauna Hoffman, Mindy Kinney, Amy Secretan, Amelia Noël-Elkins, Kera Tackett, Beau Ott, Sarah Roth, Annie Radebaugh, Stacey Meyer, Jonathan Rosenthal, Janet Tulley, Jess Ray

- I. Approval of minutes – Motion by Annie, second by Stacey
- II. Chair's remarks
 - a. Pamm Ambrose and Bunmi Adanri will attend April 14th meeting
- III. Secretary/Treasurer Report – No changes - \$852.75. Angie Scott will notify me once the Herb Sanders expenses are finalized.
- IV. Campus Solutions/Registration – Advisors are signing up for the trainings pretty quickly. Shauna is keeping track of registration to make sure we don't exceed the space available in the computer labs. Amy is working on the training document.
 - a. Review advisor role description changes/ new roles, and communication to advisors after implementation – Amy - "Advisor" role needs to be inactivated, but over 2000 students are assigned to advisors under this role. "Department Advisor" will automatically change to "Major Advisor." Should graduate advisors be assigning students in CS as advisees? Shauna will reach out to Amy Hurd to begin the conversation. Training will cover advisor roles, assigning a single advisor, assigning multiple advisors. Amy Tuttle will be invited so AT is in the loop on how we use this function in CS. Shauna plans to attend all the trainings to be a consistent advising representative. When should we implement the changes to advisor roles? Changes should happen right before trainings begin. Notification of these changes will go out right before trainings begin.
- V. Committee Updates
 - a. Assessment – The survey is not going well. It's still open in order to try to capture additional names. Five people did earn the advanced registration for responding early.
 - b. Technology – Committee had a conversation about the "Notes" function in CS. May do a survey of advisors to capture current practices.
 - c. Teacher Education – Meeting next week.
 - d. PDT – One more spring session. Summer session is coming together. Chose *Do Over: Rescue Monday, Reinvent Your Work, and Never Get Stuck* by Jon Acuff as the summer reading book.
- VI. Student Representative Report
 - a. Beau cannot serve on AAC for fall; Cassie Myroth has the time available. Beau can be back next spring.
- VII. Other business? – For Transfer Days, Evaluations have been keeping up entering coursework prior to the students' transfer day. Kudos to the Evaluations staff for getting this done! We recognize how hard staff worked to make this happen. Kera will look into "thank you" options to express our appreciation.
 - a. Discussion on how registration has been going: Things went smoothly for Honors and athletes. It's very busy on the Monday when a new class is released, but it tapers off

after that first day. Gather feedback from departments that issue holds (Student Accounts, Admissions, Housing, etc.) to see how the registration cycle has gone for them.

VIII. Next meeting – April 14th

Meeting adjourned by Shauna.