

AAC Agenda: May 26th, 2016

In attendance: Jonathan Rosenthal, Mindy Kinney, Sarah Roth, Janet Tulley, Kera Tackett, Cassie Myroth, Jeff Graham, Annie Radebaugh, Stacey Meyer, Jess Ray, Amy Secretan

- I. Approval of minutes – Motioned to approve by Annie, seconded by Sarah
- II. Chair's remarks
 - a. Summer/Fall Meeting Schedule – June 23rd and July 21st – Both at 9:00 am for summer. Keep meeting schedule the same for fall.
 - b. Summer "To Do" email to advisors – Reminder of Sample Plans, Checkpoint Charts, Reminder to assign students to D/S advisors with reminder about minor assignments; Common Reading reminder (Do Over – Jon Acuff - August 9th at 11am); Keep TDAS up to date; Review Program Plans for accuracy; Summer Advisor Day (June 13th)
- III. Secretary/Treasurer Report – Gina Turton's ILACADA conference registration – Annie will clarify with Gina and Amelia the specific amount being paid. Amelia is paying the fee instead of AAC. There is approximately \$110 in the AAC budget.
- IV. Campus Solutions/Registration – There is consideration of leaving regular summer registration open longer to allow students to register themselves. Registrar received hundreds of requests a day to add and drop courses. How is summer enrollment looking? No specifics as compared to other years. Amy has been working on six month calendar – Looking at moving the date grades are due in order to move up the work that needs to be done before the University closes for winter shutdown. Next meeting agenda item: Discuss Spring 2017 registration timeline and set specific dates. In the fall, we will be registering for Winter Term. Winter Term is in response to SGA request, and all courses will be offered online. Winter Term begins the day after finals end in December and go until the day before classes begin in January. This is a pilot and six courses will be offered (one per college). Students will register for winter term courses at the same time they register for spring courses.
- V. New Business
 - a. Assessment Survey – 169 students respond from mid-February to mid-April. There were other campus-wide surveys going on at the same time. Below a 3% response rate. Reevaluate survey as information received in previous surveys has been beneficial. How do we get a better response rate? Early registration does not seem to be enough of an incentive. Reach out to ENG 101 or COM 110 for assistance? Have students fill out survey and ask them to do it again over the coming three years. Leaves out transfers. Who sends out the survey? Could we ask SGA to send it out? Or just advertise it through social media that directs students to the survey?
- VI. Committee Updates
 - a. Assessment – See above.
 - b. Technology – No report. Will be looking at results of note taking survey.
 - c. Teacher Education – Save the dates for fall going out soon.
 - d. PDT – Transferology/iTransfer training planned for fall.
- VII. Student Representative Report – No report.

- VIII. Other business? – Sample Plan of Study archive? Is that possible? Jonathan will look into this.
- IX. Next meeting – June 23rd at 9:00 am

Motion to adjourn by Jeff, seconded by Stacey