

AAC Agenda: June 23rd, 2016

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

- I. Approval of minutes – Motioned to approve by Jeff, second by Stacey
- II. Chair's remarks
 - a. Replacement department/school representative – Follow same procedure as when we replaced Shauna. The next highest D/S vote getter from the past election will be asked to join.
- III. Secretary/Treasurer Report – No change from last report. Soemmer Simmons just joined EMAS and may be our new budget contact.
- IV. Campus Solutions/Registration
 - a. Spring 2017 Advance Registration Dates – Discussed specific dates for each class to begin registering. Jess did not receive negative feedback regarding students missing class by beginning each registration class at 8am. Should we start registration earlier...6 or 7 am? Maybe start Priority groups at 8 am and other groups at 7 am? No final decision was made on this.
 - i. Give departments/schools/UC tips on how to handle first-day traffic (as the first day each class registers has the highest number of students with registration issues). Jess will send a list of tips to the ISUADV listserv. We want to get this information out early so advisors can get their plans in place and notify students. Send out these tips at the same time as the Spring 2017 Advance Registration Dates.
 - ii. Financial Responsibility Agreement – E-mail students a pre-registration reminder to fill this out before their enrollment appointments.
 - iii. Discussion on pushing registration back a week, beginning October 17th instead of October 10th. We will return to this discussion at the next meeting to make a decision. Academic calendars need the approval of the Senate, so any potential changes we would like to make will need to be approved by the Senate.
 - b. Winter Session – There will be two separate enrollment appointments (one for Winter and one for Spring) so that Winter registration can close. Winter registration would begin the same time as Spring registration. Students on probation and new admits are not eligible to register for this session. There are only five classes being offered, and students can only take one. Release date for the courses is TBD.
 - c. AT is being asked to find an automated process to assign advisors as well as find a way to list anticipated major.
- V. New Business
 - a. Awards Rubrics/Criteria –Discussion on specific language used throughout the documents. Final documents will be included with minutes when updated and finalized.
- VI. Committee Updates
 - a. Assessment

- i. Quantitative Data Report
 - b. Technology
 - c. Teacher Education
 - d. PDT
- VII. Student Representative Report
- VIII. Other business?
- IX. Next meeting – July 21st