

## AAC Agenda: October 6, 2016

In attendance: Greg Diller, Amelia Noël-Elkins, Kera Tackett, Megan Baxter, Stacey Meyer, Janet Tulley, Mindy Kinney, Cassie Myroth, Amy Secretan, Sarah Roth, Jonathan Rosenthal

- I. Approval of minutes – Motion to approve by Greg, seconded by Stacey. Minutes approved.
- II. Chair's remarks – No report.
- III. Secretary/Treasurer Report – Discussion on Herb Sanders expenses – Last year \$898.65 was spent on printing and catering. Printing expenses totaled \$419.25, including 150 copies of the program, 300 copies of the invitations, and 300 envelopes. Catering expenses totaled \$479.40, including coffee, punch, water, vegetable tray, cake, and a skirting fee. We'd like to reduce the expenses related to printing, so Kera is going to work with Soemer Simmons from EMAS to get an estimate on printing 50 programs (instead of 150) and postcards (instead of invitations).
- IV. New Business
  - a. TDAS System Issues – Pam Walden/Cory Burgess –
    - Corey - TDAS has flaws that are becoming more troublesome, especially for running reports. We can limp through spring with the current system or implement a “band aid” system to get us through until we have a new system. Does it make sense to train advisors/support staff to use this for a semester or two or keep using TDAS as is?
    - Pam – CS info does not implement cleanly into TDAS and causes these issues. The “band aid” Access database frontend would still pull the same info from the backend, but it would be more functional as far as the info it would pull. It's not ready yet and can still be tweaked for the specific information that needs to be there.
    - Amelia - A completely new system would hopefully be available in a year, but there's no guarantee with that timeline. Our options for a new system are to rebuild TDAS completely or look for a new commercial product (which would require going through Purchasing, making sure it would work with Campus Solutions, etc.).
    - From a user standpoint, the current TDAS system is annoying but not debilitating, and it still gets the job done. The consensus is to tell TDAS users we know the system has issues and is difficult to use at times, but we'll continue to use it until a replacement is found. Could AAC please send out a statement that this is the decision that has been made, and please be nice to Debbie Brown (it's not her fault the system doesn't work correctly)? We will plan to send this information to ISUADV as well as to the list of TDAS users. Mindy will draft an e-mail and get feedback from Corey and Amelia.
  - b. Late Admit Strategies – Jeff Mavros and Ann Rothermel – How do we work with “just in time” admits and the services available to them?
    - Admissions will still admit as long as the major is still open. The assumption is that courses are still available if the major is open. Admissions currently

handholds freshmen to let them know exactly what they need to do and when they need to do it. Transfers don't get handheld as much. If a student applies to a fine arts major with below a 2.4, Janet is contacted as those students cannot be admitted UND. Students with over a 2.4 have the fallback of UND if needed if they do not get admitted to CFA (so Janet is not notified).

- From the advisor side, we may be able to get a few major courses for the student, but not any other courses due to late enrollment and other courses being full. We also cannot hold seats for possible late admits indefinitely. We want to be able to reallocate those resources to other students. We used to have a more solid application closure deadline - not the way we're operating anymore. We no longer have a specific closure date. If a program is open, students are admitted. If the program is not open, they're not admitted.
  - How many FTIC and transfers did we admit in August, and are they persisting? If this is the new norm, how do we provide services to give these students a fair shake? Can we alter the communication that goes out to late admits to speak to an advisor before signing a lease, making other plans, etc? Jeff, Ann, Greg, and Kera will collaborate on the communication that goes out to late admit transfers.
  - Majors used to close when they reached their enrollment targets, but that no longer seems to be the case. We're all under pressure to get students here and accommodate them with courses, so we need to have better conversations about how/when to close majors. Is it always the best decision to not discuss deferring admission for one semester? We want to keep the focus on keeping the best experience for the student that we can. The last few years we haven't specifically discussed targets/numbers as it isn't how we really do things any more.
- c. Honor Sections – The current practice with the “Honors Only” block is for Honors students OR students with 3.00 or above to be able to register for these sections. Students don't always realize they have signed up for an Honors section, and this issue specifically came up with a chemistry course that requires additional work for the Honors section. Raising the GPA to 3.3 or 3.5 could help with this issue. We want to communicate with students in advance that this is an Honors section and requires more work/might be more challenging. How detrimental would it be to make these sections Honors only (and not allow anyone other than Honors students to enroll)? Honors used to block more sections than they needed, and the arrangement became that students with above a 3.00 could also register for these sections. Per Sarah, up to 50% of students enrolled in Honors sections were non-Honors students, so they have cut down on the number of Honors sections offered each semester. There is a big difference in what is expected for students in Honors sections across subject areas, and some faculty don't always realize they are teaching an Honors section. Honors is working on

communication with faculty to know what should be expected for an Honors section.  
Raising the GPA to a 3.3 would be consistent with Honors standards.

- V. Campus Solutions/Registration – Since “Winter Term” does not appear as a term to select under “Term,” how do students search for and find these courses? In class search, go down to “Additional Search Criteria” and choose “Winter Session.” The Winter Term class sections would also show up when a student searches for a specific class (like TCH 110). As it’s possible a student may not realize they’ve selected a Winter Term course, we ask the Registrar’s Office to send an e-mail to those enrolled in Winter Term to make sure they understand they have enrolled in a Winter Term course.
- VI. Committee Updates
  - a. Assessment – No report
  - b. Technology – Shared Campus Schedule Builder with the committee. Had lots of questions so will continue to work on that. They have a show and tell for shared advising notes system in CS at the next meeting.
  - c. Teacher Education – Study Abroad session was lightly attended. There is another session scheduled in November. ACT cutoffs have changed again, and some of the residual dates will have ACT with writing available.
  - d. PDT – There is a Common Reading scheduled for November and a Town Hall meeting scheduled for December.
  - e. Advisor Onboarding – See attached notes from the committee meeting. The group looked at what is already available and how to implement those items during trainings. They also included additional items that advisors would need to know. Call for committee members will go out in January, so we wanted to have a structure built so people can know what they are volunteering for.
- VII. Student Representative Report – No report
- VIII. Other business?
- IX. Next meeting – Oct. 20th

Motion to adjourn by Kera, seconded by Greg