

AAC Agenda: October 20, 2016

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

- I. Approval of minutes – Motion to approve Stacey, seconded by Greg. Minutes approved with no corrections.
- II. Chair's remarks
 - a. Advising Awards Selection Committee – AAC needs to choose the members on this committee. Historically, we have included past winners and try to include reps from each college. Danielle Lindsey is chairing the committee. The Advising Awards Selection Committee chooses the Herb Sanders and Outstanding New Advisor award winners, and AAC chooses the Advising Advocate award winners. Nancy Diller (MCN), Elizabeth Chupp (CAS), Susan Woollen (CAST), Brian Aitken (UC), Diane Skidmore (COB), Jody DeCremer (CFA), and Sarah Dolan (COE) will be asked to serve on the committee.
 - b. Checkpoint Charts – Soemer Simmons sent a list to Mindy of departments and schools that have not responded to the call for Checkpoint Charts.
 - Amelia was in a meeting to discuss plans of study, and the topic of eliminating these charts was raised. Is there a way to make the same information clear in four year plans that could eliminate the necessity of checkpoint charts? Danielle Lindsey made a mockup of an FCS major as an example to show how this information could be incorporated into a four year plan. On this plan of study, courses were grouped by year instead of individual semester.
 - Greg and Kera both use checkpoint charts in order to show students major courses they will need. These charts are an easy way to show students courses required for a major. Would major checklists be a better tool?
 - The mockup transfer two year sample plan is for the third and fourth year. It would in theory replace the two year plans we currently have, which outlines the first two years prior to transfer. Admissions needs to be in the conversation before we would eliminate the two year plans of study.
 - Amelia pulled up the Indiana University Athletic Training major (http://www.publichealth.indiana.edu/docs/degrees/bs_in_athletic_training_2014.pdf) as an example of a plan of study that includes major courses as well as a sample plan of study: Checklist of required major courses (as well as gen eds and other graduation requirements) on one side and sample plan on the reverse side for the four year. Some of our majors are not conducive to having courses grouped by year and need to have a semester by semester breakdown. We would need two templates: one for semester by semester plans of study and one with year by year plans of study. We will look at four year plans first and then visit two year plans.
 - The process will be to figure out where it is going to go on the website with the new redesign and then getting departments and schools to submit these plans.

- Bob Jones University (<http://www.bju.edu/academics/programs/accounting/>) has an online outline of year by year plan of study (instead of a specific semester by semester).
 - Once the new tool is ready, we need workshops to help advisors know how to use them.
- III. Secretary/Treasurer Report – No change in finances. Soemer is going to help us by looking into the cost of postcards.
- IV. New Business – No new business
- V. Campus Solutions/Registration – Math prerequisites were an issue but seem to be ok now.
- VI. Committee Updates
- a. Assessment – Meeting next week. No report.
 - b. Technology – Meeting next week for demonstration of notes feature.
 - c. Teacher Education – Next session is November 14th about teaching outside of Illinois and abroad.
 - d. PDT – Upcoming events include a Common Reading, maybe a Transferology session, and the Town Hall meeting in December
 - e. Advisor Onboarding – No new name selected yet.
- VII. Student Representative Report – No Report
- VIII. Other business?
- IX. Next meeting – Nov. 3rd

Motion by adjourn by Greg, seconded by Stacey.