

AAC Agenda: November 17, 2016

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

- I. Approval of minutes – Motion to approve by Greg, second by Megan. Sarah e-mailed Kera a clarification of Group 1 and 2 courses regarding P/NP which has been included in the minutes. Minutes approves as written.
- II. Chair's remarks
 - a. Elections are finally underway and will close Friday, November 18th at noon. Adam Julian will get results to Mindy.
 - b. Awards selection committee has met.
- III. Secretary/Treasurer Report – No report.
- IV. Old Business
 - a. 2/4 year plans (templates)
 - Templates have been sent out to AAC, but COE and CAS templates were not attached. Only year by year templates were attached, not semester by semester templates. Dani did not include the sample for FCS with the other templates. Could that be sent out? Amelia will touch base with Dani.
 - Per Amelia, Arturo thinks they can put printable versions of the 2/4 year plans online instead of PDFs this spring. We were originally under the impression this would not happen until next academic year.
 - Mindy has tried to complete a template for one KNR major, but due to the formatting, it is very frustrating to get the information updated in the document. She's concerned that other advisors will have a difficult time with updating the information. Stacey agrees – she set aside an hour and could not get it done quickly due to formatting issues. Amy will look at the templates to see if she can help make it more user-friendly. The end product looks great, but the formatting is difficult to update.
 - Try to have examples finished by December 1st. Bring them to the meeting and then we will determine where the electronic versions go.
- V. New Business
 - a. New Math Placement Exam (Amelia)
 - We have finally signed a contract with ALEKS. UC is working behind the scenes to get everything up and running to be available right after Thanksgiving for continuing students.
 - Each semester, students who need to take ALEKS will be added to a specific cohort. When a cohort is created, a 10 digit code is created. This code allows students to log in and not have to pay (freshmen), and it lets ALEKS know these students belong to Illinois State. Other cohorts will be required to pay a fee to take ALEKS (transfers and continuing students). Transfer students would have to pay for the assessment as they don't pay an EDF. Students pay online directly

through ALEKS' site. Could a student get the 10 digit code from another student who has taken it and use it themselves and not have to pay? If the single sign-on is working, then students will still have to pay.

- Students have access to the assessments and five attempts to take those assessments over the course of a year. The assessments show students where they are deficient, and they will be directed towards learning modules in those specific areas. There will be a "cooling off" period required before retaking the assessment as well as a certain amount of time required in learning modules.
- UC and MAT volunteers are taking sample assessments to get a sense of what it will be like. SAAS will also have a volunteer taking it.
- Rich from ALEKS will come to campus to have sessions with various campus constituencies after Thanksgiving. November 29, Dec 1 and Dec 2 are the dates for Rich to visit. No preference voiced on specific date.
- Communication to incoming FTIC students will start in February: e-mail, print, phone calls.
- There is no longer an ACT cutoff. If students still need to fulfill a math requirement, they are required to take the assessment. It's highly recommended for students waiting on AP math scores. Students who are enrolled in a dual credit math course do not have to take ALEKS as long as that course can be used as a prereq to other math courses at ISU. Students no longer have the option to begin in MAT 102 without taking the assessment. ALL students who still need to fulfill a math requirement must take ALEKS. Why no ACT scores or opting to begin in MAT 102? It's in the contract provided by ALEKS. ALEKS was not originally created as a math placement system. It was created as learning modules to help students improve their math skills.
- Big change: Students do not have to go to the testing center to take the assessment. It is online and they can take it from home. Could students cheat? Yes, but then they will fail the math class they place into. There could be an option for virtual proctoring down the road, but it's not an option right now. Students will know their placement immediately.
- Can we get MAT to allow a placement directly into MAT 121? What specific areas of math are being tested (algebra, college alg, trig, etc)? Amelia doesn't yet know. There will be a website put up quickly (template provided by ALEKS) that will contain needed information for students. Students can take the test as many times as they like, but they don't have to retake it if they don't want to. Scores are good for one year from the point where student completed the last assessment.

VI. Campus Solutions/Registration

- a. Amy - The Cognos Records and Enrollment package will be in production very soon. Official training will happen the first or second week of December. The information in

this package is mostly class, student enrollment info, course meeting patterns. GPA and earned hours is not there. It's not real time data. Cognos updates every 24 hours.

- b. Jon - Amy Roser sent out an e-mail that over 1400 students are not registered for courses (with no blocks) and over 1700 with blocks that have not registered. EMAS will send out lists to D/S for help in contacting these students. Now that registration is so prolonged, has the sense of urgency left? Yes. Is it time to reestablish the sense of urgency? Something to consider for future semesters. We need to do more for retention as retention stats have dropped slightly.

VII. Committee Updates

a. Assessment

- i. Feedback on 2017 Survey (Janet) – The committee discussed the incentive of advance registration, and it isn't meaningful to students. They decided it is still a good thing to try. They may ask SGA to get the word out about this survey. How should SGA be contacted? Jon is meeting with an SGA rep later today. AAC used to have an SGA student rep, but they had a hard time keeping the position filled, so we went to UC student reps. One suggestion is to have advisors send out surveys instead of having Jon send out the survey, which might encourage students to open the e-mail and click on the link since it would come from someone they would know. If it came from Dean of Students, would that make a difference? No, the label doesn't really matter. How would advisors feel about Derek running a query and sending out an e-mail from the advisor to their caseload without their involvement? Can we use the student portal announcement system? It would be a two week window during the spring semester.

- b. Technology - Each meeting the committee reviews options for advising notes. The last one was through the Campus Solutions notes features. They will now start looking at the pros and cons for each.

- c. Teacher Education – The November 14th session (Teaching outside IL and abroad) was well attended. The next session will be December 12th and involves test anxiety for students and high stakes tests.

- d. PDT – The Transfer Resources session on November 16th led by Greg (CS, Cognos, etc.) was well attended. Two more events coming up this semester – Common Reading focusing on career advisement on November 21st and Town Hall on December 15th – 3pm in the University Galleries (with cookies and cider!).

- e. Advisor Onboarding – Hope will likely take over as chair of this committee. Committee may discuss what is a petition and what should it be used for? Possibly put a handbook together on how petitions should be used.

VIII. Student Representative Report

IX. Other business?

X. Next meeting – Dec. 1st

Meeting adjourned by Mindy.