

AAC Minutes: March 30, 2017

In attendance: Megan Baxter, Mindy Kinney, Brian Aitken, Taylor Lehmann, Brent Kane, Janet Tulley, Alan Lin, Amelia Noel-Elkins, Jess Ray, Jon Rosenthal

Absent: Allison Anson, Kera Tackett, Wendi Whitman

- I. Approval of minutes from March 16, 2017 – motion to approve Brent, seconded by Jon. Minutes approved.
- II. Chair's remarks – None.
- III. Secretary/Treasurer Report
 - a. Plaques – information sent with the minutes. The one sent as a picture looks good.
- IV. Old Business
 - a. 4 year/Transfer Plans of Study – A few weird issues have come up, and Brian is investigating. Goal is to have freshmen plans done by May 1.
 - b. AAC Statement on timeline for dropped classes – We have a draft but need to know where we go from here. Brian mentioned we are really close to receiving a D, F query for advisors. Jon will take a look at it the statement (attached) and put a note on his calendar to send a reminder during finals week. Will also send a general notification to campus.
- V. New Business
 - a. Registration Dashboard – Amelia – In production now. This shows who is enrolled (or not) campus-wide. Few bugs still to be worked out. Can drill down to specific registration blocks. Amelia will request the report add name, email, and major. Advisor is not included yet. Will add ability to filter by department or advisor. Currently a way to filter by plan & sub plan. Hope to have everything ready to go this registration cycle. Will be sent the breadcrumbs eventually to run in Cognos. More of the charts will have the feature to drill down even after exporting the data. Don't yet have the ability to view historical data. Includes only students with an enrollment appointment.
- VI. Campus Solutions/Registration – Still working on the financial responsibility agreement. Amelia met with financial aid reps yesterday and are trying to add some viewing abilities concerning financial blocks to advisor roles. Advisor conversations are different depending on whether a student owes \$1000 or \$29000. Students do not seem to have a sense of urgency. Should be able to see this new information pop up in Student Center. Billing due date for summer is May 5th, but April 10th is when the next set of blocks come in for students behind on installments.
- VII. Committee Updates
 - a. Assessment – Have 824 survey responses! More data this year than all other years combined. Award winners have received their priority registration.
 - b. Technology – Today they are reviewing the notes request to see if it will require additional work or approvals. Also discussed degree audit. A year into CS we realize degree audit has some issues. Looking into DARS, which is used by several People Soft schools. Some schools are to a point where they can rely on an automated system for graduation.

- c. Teacher Education – April 24th session moved to an email update. Fall session topics include a licensure update, TCH 216 lab overview with tour & registration review, & ROE education. Mindy asked about middle level endorsements. TCH is offering sufficient capacity in TCH 233A01 this summer, but PSY is not offering 302. Any chance it can be added? If not, is the list we have from 2011 regarding community college equivalencies accurate? Endorsement packet is not included in the email update. The one from 2014 is still valid.
 - d. PDT – Planning for summer. Focus has changed from fun to training. Will include demos by Amelisa of CS 9.2 and automated advisor assignments. Brent will talk to Julie about sending a general agenda, so advisors know it is important to attend.
 - e. Advisor Onboarding
- VIII. Student Representative Report – Taylor is trying to create a document that has accurate dates for when departments and schools accept applications. Most accurate information should be in Apply to. If information needs updated, use the Find Your Major formstack. Ryan Denham sent an email to the list serve with the link included.
- IX. Other business
- a. Jess - GPA estimator is moving along & should be available next week. Will be in My.
 - b. Amelia – UC has hired 5 advisors. All starting on May 15th.
 - c. Jess – CS update: Will be more mobile friendly, more tiles. Breadcrumbs may be more difficult. Can start using keywords. Will show time conflicts in the search itself. Won't allow a selection without an override for some things. Labs will show up better. Can do a direct enroll instead of using the shopping cart.
 - d. Jess – Application for undergraduate and graduate is available online. In the quiet phase. Dani sent a list of students who had applied for graduation in February.
 - e. Brian – Trying to get assigned advisor included when Dean of Students notifies faculty of absences. Anyone see an issue with this? None anticipated. Brian will continue working on the process.
- X. Next meeting – April 13, 2017
- XI. Motion to by Brent to adjourn. Brian second.