

Present: Allison Anson, DMayza McClure, Cassandra Cronin, Amelia Noel-Elkins, Wendi Whitman, Derek Sieg, Brent Kane, Clint Smith, Janet Tulley, Hope Fine

AAC Agenda: April 19, 2018

- I. Approval of minutes from April 5, 2018
 - a. Wendi approves. Cassandra seconds.
- II. Chair's remarks
 - a. A welcome and a farewell
 - i. Cassandra is moving on to North Central. Derek Sieg will assume her term.
- III. Secretary/Treasurer Report
 - a. Budget has around \$1000 left. \$300 committed to Summer Advisor Retreat. \$100 commitment to ILACADA. ILACADA is on a Transfer Day this year. Will be used as a new presenter incentive.
- IV. Old Business
 - a. Transfer Plans Update
 - i. Kera received drafts from Danielle. Danielle asked Kera to do one last double check before posting. Amelia and Kera will connect about who to send them to. Post them as they are approved. Ideally, before Preview.
 - ii. UC had previously agreed to do plans for a few years. Where should these settle? What will the process be? Had previously been done through the registrar's office. We need a new process. UC has the Word docs. UC and Registrar will meet to talk about where this task will end up. Wendi, Jess, Brian, Amelia, Danielle.
 - iii. Archival system? Seems like continuing students keep looking at the most recent plans of study, whether it for their specific catalog year or not.
 - b. Registration Survey - Brent
 - i. Surveying advisors about registration dates. Do we want to have a gap between spring break and registration?
 - ii. Brent is eyeing April 30th to send out the survey.
 - iii. Wendi asked if we have consulted Student Accounts? Billing dates could have an impact on this. Should we include this info on the survey so that advisors can make an informed decision? Brent and Allison will talk about how to move forward with this.
 - iv. Do we want to ask about caseload size? It would not prioritize advisors with larger caseloads, but it would help identify trends.
- V. New Business
 - a. Advisors of Color Group—Wendi Whitman
 - i. University of Cincinnati advisor realized there is a need for support for underrepresented advisors on campus. They created a group that has been very successful. Is this something we should consider? Is it needed? We would

survey campus. Do we consult AP Council? The U of C group is meeting on a regular basis, gets funding from the provost. Can HR help? How do we get this going? We can put it out there and people can self-identify. Advisor specific vs academic professional? U of C sent out a survey that asked if you identify as an underrepresented population. If so, would you want to meet with others? We can ask. Wendi will contact Ron Gifford to see if he can send it out to AP list-serv.

- ii. Would we limit this to just advisors? If we expand beyond advisors, would this conflict with professional orgs that already serve campus. We wouldn't want to compete. Should we meet with already established groups so that we don't encroach on their efforts.
- iii. Janet works with international piece. With INTO coming, should we be thinking more globally? Not to discount focus on underrepresented pops.
- iv. How do we define 'underrepresented'? Are allies allowed to attend? It would be educational for allies. Recommended to utilize language from the Culturally Responsive Campus Community (CRCC).
- v. Could help address results from Campus Climate. Where would it fit?
- vi. Not sure if we can limit this to just AP. It should either stay with AAC and advising or become a broader campus initiative.
- vii. Expand a survey and title it 'future AAC initiatives' asking about an affinity initiative. Or forming a subcommittee within AAC. Supports CRCC and Campus Climate goals. Include this on the April 30th survey.

VI. Campus Solutions/Registration

a. V06 block

- i. Amelia – Web is working towards writing more complete descriptions of each block. No students currently have a V06 block on their record. ADV – Advising Report, Review, Exceptions. No one on AAC has heard of V06, nor have various campus constituents Amelia has contacted.

b. Waitlist Update from last meeting

- i. Waitlist clarification from the previous AAC meeting. Students who are not on the wait list cannot swoop in and claim a seat from a student who has dropped the class before the next student on the waitlist can get in. Students will still get the indicator that the course is closed. Students cannot swoop on waitlist.
- ii. Changing capacities does not mess with the waitlist.
- iii. Students can skip the waitlist if the advisor grants a closed class override.
- iv. Brent had an issue because a student who wanted section 002 but got into section 001. The student ended up adding a different section (003) while they waited. They did not use the swap feature in the waitlist, so they were skipped when a seat opened in section 002.
- v. We need to train students. Waitlist does not guarantee a seat in the course. Students can waitlist for a set amount of hours per semester. Believe it is 12 – 15. Students must prioritize which waitlists they want to join.

- vi. Planned to possibly expand waitlist in the spring 2019. No conversations about use of waitlist in the winter have taken place yet. Waiting to see how this run goes.
- VII. Committee Updates
 - a. Assessment
 - i. Have not met.
 - b. Technology
 - i. Working on putting together RFP for degree audit.
 - c. Teacher Education
 - i. Next session – May 2nd – Virtual Learning Spaces with Dr. Freeman-Green
 - ii. Tracking HB 4956 – passed through house hearing committee. There was opposition but they were not allowed to speak. Degrees have to be 120 hours to get accreditation. Every school in IL would lose accreditation.
 - d. PDT
 - i. Haven't met since last meeting.
 - ii. Sent out summer advisor day, group advising, and common reading information.
 - e. Advisor Onboarding
 - i. No report.
- VIII. Student Representative Report
 - a. Students trying to survive. No formal report.
- IX. Other business?
 - a. Reconvening override system committee.
 - i. Major and year are not listing accurate info. Majors or year have not been listed on CHE overrides for 3 already-closed courses. Brent checked and he is not getting major either. Stopped after April 4th. Amelia recommended submitting a ticket through IT. This was after an update.
 - b. Would EMPL ID be possible to be added? It shows on the advisor dashboard.
- X. Next meeting – May 3, 2018
- XI. Motion to adjourn – Wendi. Seconded by Brent.