

Amelia Noel-Elkins, Brent Kane, Clint Smith, Allison Anson, Megan Baxter, Wendi Whitman, Janet Tulley, Bryan Hays

AAC Agenda: October 11, 2018

- I. Approval of minutes from September 13, 2018
 - a. Wendi approves, Brent seconds
- II. Chair's remarks
 - a. Committee for Award selection is confirmed. Waiting to see if we get nominees.
- III. Secretary/Treasurer Report
 - a. 304.02 spent by Fall Advisor Day.
- IV. Old Business
- V. New Business
 - a. Department/Chairs Survey Results—Janet
 - i. Good response rate. Data is almost identical to data that was received in 2013.
 1. 50% of respondents feel the number of advising staff is insufficient for the number of students.
 2. 86% have updated advisor position description within the past three years.
 3. 71% of chairs/directors report advisors in their department/school/program do not meet with students who are not currently in the major.
 4. 77% are aware of the professional development in which their academic advisor participates.
 - ii. October 17th is a chairs and directors meeting. Amelia asked if the committee would like her to share this info with them.
 1. How were they made aware of the opportunities for professional development?
 2. Do chairs want to know if their advisors are regularly attending sessions?
 - a. What system would we use? An excel spreadsheet?
 - b. New advisor day used to do a check-in. Can we do a check-in at the beginning? Tracking data would help so that we have information to look back on.
 - c. Committee chairs take attendance at committee meetings. They can also take attendance at events. What then happens to that data? If we can instate a tracking system, would the chairs be interested in that data?
 - iii. Next task is to re-evaluate the survey to advisors and relaunch it outside of peak registration times.
 - iv. Spring will be the satisfaction survey that is sent to the students. The student survey content will not change because the committee wants a longitudinal

study. The student satisfaction survey is targeted to go out before registration begins.

b. Questions/Concerns from PTD—Megan

i. Can the low end of “sophomore” registration be 24 hours instead of 30?

Second year students are at a disadvantage if they only completed 24 hours and must wait for freshmen to register.

1. It has been a standard since CS was implemented. Brian will look into this as an option.
2. Can we change language to 30 hours earned, 60 hours earned, 90 hours earned rather than basing it on class standing since many students don't understand that they must achieve a certain number of hours to move up in standing rather than automatically being a sophomore because this is their second year.

ii. Can AAC ask the tec committee to do training sessions on fluid registration?

1. Brian can help the Tec Committee put training together. Brian would like to do it in the spring for fall registration. January/February would be ideal.
2. Should we do both fluid and traditional. The committee would prefer to move to fluid and not have dual system.
3. Patrick has access to test fluid and has been giving feedback.
4. Can we put a video together that demos fluid registration? It was very helpful for new external transfers and international students who could not come to campus for transfer days.

VI. Campus Solutions/Registration

- a. AT has figured out how to add the course attribute searches back in. (GE, IAI, BSSMT, AMALI, etc). May not be able to do one “IAI Humanities” search. May still have to search by the specific IAI code. It is a hard-coded search function and not a query, so it can not be customized.
- b. Looking into getting major blocks to show up on initial search screen. It could possibly be available in the spring for Fall 2019 registration.
- c. Shopping cart will turn on for everyone on October 15th.
- d. Winter date in My still says Registration Date will Be Posted October 1st. Clint will reach out to Adam Julien.

VII. Committee Updates

- a. Assessment
 - i. Nothing additional.
- b. Technology
 - i. Meeting on the 18th.
- c. Teacher Education
 - i. Next session in November. More attended than recent.
- d. PDT
 - i. See above.

- ii. Town Hall invite went out.
 - e. Advisor Onboarding
 - i. 2 new advisors – Shanna McDaniels in Chemistry and Nicholas Finnessey in College of Business. Onboarding has reached out to them. COE will have a new advisor starting the 15th. She will be in a split capacity working with prospective as well.
 - ii. There will not be a lunch this semester, but will have one in the spring. They will combine money allotted for fall and spring for the spring lunch.
- VIII. Student Representative Report
 - a. Not present.
 - b. D’Mayza is out sick today.
- IX. Other business?
 - a. Brian pulled fall drop numbers.
 - i. Fall 2015 we had 1880 WXs, 6540 total drops.
 - ii. Fall 2016 we had 2193 WXs, 5981 total drops
 - iii. Fall 2017 we had 2357 WXs, 5765 total drops.
 - iv. Fall 2018 is not completely compiled but at this time we have 1284 WXs, 15911 total drops.
 - 1. 15,911 is because classes dropped before the semester starts are going to be included in that number because of a change in student accounts deadlines.
- X. Motion to adjourn – Clint motions, Brent seconds.
- XI. Next meeting – October 25, 2018