

Academic Advising Coordinating Council
Friday, September 24, 2010

Attending - Misha Boyd, Kathy Cohen, Ann Crowther, Brooke Daniel, Cindy Daniel, Andy Davis, Laura Dowd, Jason Emond, Diana Fruth, Elizabeth Hardaway, Matthew Head, Glada Horvat, Fiona Liken, Heather McEachern, Ellen Martin, Diane Miller, Tatiana Nikonov, Connie Rash, Carol Roberts, Nicki Sauls, Emily Saunders, Julie Segrest, Jeff Skinner, Paul Welch.

Announcements:

Julie Segrest provided information about new staff members and some programming from the Division of Academic Enhancement. Beth Hardaway distributed a handout and clarified the status of students who were formerly in the University Studies Program. Laura Dowd and Connie Rash presented an update on the project to identify minors and the process by which students gain certification.

Ann Crowther made several announcements: 1) list of advisors on the OVPI web page is undergoing its annual review and updating and a few units still need to let Maggie Kerins know if there are any changes. 2) the AACC Assessment Subcommittee is finishing up its review of all the reports and will bring this forward to the Council soon. 3) the email announcing the Call for Nominations for 2011 Outstanding Academic Advisor Award has been sent and the Selection Committee will be organized soon; and 4) the 9/27/10 edition of *Columns* will include the Advising Certificate recipients' picture.

Attached are 2010-2011 AACC membership and subcommittees rosters. Please remember that membership on the Council includes a commitment to work on one or more subcommittees. Those who are not currently on the subcommittee list should let Ann know where they would like to be added.

Guest:

Shefali Dhar, from the Office of the Vice President for Instruction, attended the meeting. Shefali rolled out the on-line Advisor Survey on which she has been working for some time, including the Survey itself and format for the data which will be provided to every unit which has responsibility for undergraduate advising. A very helpful discussion followed. Shefali will meet with a small group to discuss how to handle students who have more than one major in the same college and will also work with Laura to discuss the Franklin College request that students write in the names of their advisors rather than select them from a drop-down box. As soon as the Survey is finalized, Shefali and Heather McEachern will do a quick test for some of the CPH students and then it will be ready for all schools/colleges to use later this term. During the discussion, clarification was provided that the policy is that every student must be offered the opportunity to complete a survey at least once a year but schools and colleges may require (request?) their students to do so after each meeting, similar to course evaluations. The system Shefali has set up allows individual units to set their own start and end dates for when the Survey will be active, so decisions of that kind can be decentralized.

Our next meeting will be at 10:00 am on Friday, October 22nd, in the Peabody Board Room.

Submitted by Ann Crowther: September 27, 2010