

Academic Advising Coordinating Council

Meeting Notes

Friday, September 14, 2018

10:00 am

Welcome and Introductions

- a.** In attendance: Diana Beckett, Maggie Blanton, Misha Boyd, Beate Brunow, Justin Burnley, Julia Butler-Mayes, Jason Emond, David Evans, Melissa Garber, Veronica Gilliard, Steven Honea, Glada Horvat, Amber Juncker, Sarah Kessler, Greg Kline, Will Lewis, Fiona Liken, Robyn Malone, Heather McEachern, Mike Merva, Diane Miller, Naomi Norman, Ellen Pauloski, Heather Smith, Alton Standifer, Laurie Zieinski
- b.** Special Message by Rahul Shrivastav, VP for Instruction
 - i.** Concerns with advising with the departure of the Provost, but nothing has changed, no timelines have shifted, support and tools are ongoing.
 - ii.** Career ladder—still on track with HR
 - iii.** SAGE—Emphasis on advising; How do we support our students by supporting advisors?
 - iv.** Leadership transition—may have delays or concerns, but no change in support and value given to advising
 - v.** Looking to hire new advisors as student body grows
 - vi.** Any questions or concerns, please contact Dr. Shrivastav
- c.** Minutes from 4/27/18 approved unanimously
- d.** Committee Changes
 - i.** Executive committee reviewed mission statement and made changes based on this.
 - 1.** Orientation Subcommittee—orientation concerns are everyone’s concerns; absorbed back into full committee with special meetings if needed
 - 2.** Assessment and policies committee—The “student satisfaction” assessment done every odd-numbered fall will likely be administered by the Office of Academic Advising Services. Assessments will continue, and a subcommittee will be formed if needed; Policies committee no longer needed now that the AACC has bylaws which outline the policy change procedure
 - 3.** Training subcommittee—some assessment will come out of the training subcommittee to assess the effectiveness of training
 - 4.** New Committees
 - a.** Community Service and Engagement – intent is to coordinate efforts of advisors and other units in these areas
 - b.** Mentoring – intent is to create guidelines for a mentoring program to match experienced advisors with new advisors, as well as a method for assignments

- c. Advisor award expansion—ad hoc subcommittee for recommendation on expansion of additional advisory award opportunities
- e. Reports of special committees
 - i. Advising student athletes
 - 1. Last course last April
 - 2. Feedback went well/lots of attendees
 - 3. Offer again in the Fall
 - 4. Advising student athletes link: https://outlookuga-my.sharepoint.com/:o/g/personal/wal24_uga_edu/ErrIP3Fyk-5DiYQv5xt5hNkBvSI0CtPvXmk9rQcwiKrNPw?e=HPz5WS
 - ii. Professional development
 - 1. Brownbag—1 this semester (October); meeting students non-academic needs; hope to get back to once a month in the Spring; needs committee members
 - 2. Advanced Certificate—two capstone proposals so far, centralized email (advisingcerts@uga.edu), updated website
 - 3. Scholar/practitioner—defunct unless new members reactivate
 - 4. Upcoming workshops—11/27; Career Center will speak, as well as National Institute for Transfer Students
 - iii. Transfer Committee
 - 1. Ongoing handbook project coming to a close
 - 2. Franklin and College of Ed participated in the Transfer Credit Evaluation pilot
 - iv. Training Committee
 - 1. Advisor training topics discussed and are being organized into learning outcomes and best practices
 - 2. A sample module will be created by the committee and other training modules will potentially become capstone projects for the advanced advising certificate
 - v. Student Retention Profession Circle
 - 1. Meet regularly and discuss topics re: retention
 - 2. Goal is to report back to units what is learned from this group
 - 3. Just started, more to report in the future
- f. Reports of the Chair
 - i. NACADA-has various listservs on advising topics that are publicly available
 - ii. Career ladder
 - 1. Executive Committee summarizing feedback
 - 2. Info will be sent to Dr. Cook and AACC
 - a. Dr. Cook will be at next meeting to discuss the Career Ladder
 - b. Any changes will come back to AACC, who will be included throughout process

- g.** Unfinished business—none
- h.** New Business
 - i.** Dave Evans—Veteran’s Day 11/11 (observed 11/12)
 - 1.** Identified veteran advisors (4) who will be recognized
 - 2.** If you hire a veteran between now and 11/12, let Dave know
 - ii.** Dave Evans—Pink Advising
 - 1.** Consider wearing pink on a specific day in October (tentatively the 17th to support Breast Cancer Awareness)
 - 2.** Take pictures of your staff wearing pink and send to Dave
 - 3.** Dave will send email reminders; please forward to your staff
 - iii.** New Transfer Credit Evaluation Process
 - 1.** Hoping to expand pilot for winter/spring orientation to as many departments as they can
 - 2.** Feedback survey received
 - 3.** 250 course submissions
 - 4.** Able to address almost all concerns raised
 - iv.** Orientation Perception Survey Results
 - 1.** What do you think your advisor’s job is?
 - 2.** Results are attached
 - 3.** A follow-up survey will be distributed to students
 - v.** Listservs
 - 1.** ACADEME and Advise-Connect
 - a.** Advise-Connect—discussion initially but people are hesitant to reveal what they don’t know
 - b.** Future of Advise-Connect? Any ideas? What do you use the listservs for and what do you want them to do for you?
 - c.** We are forming a communication subcommittee to discuss this question and others related to communication in general. Sign-up here:
https://ugeorgia.ca1.qualtrics.com/jfe/form/SV_28YaKvBUkHZOM29
 - vi.** Updates from the Office Academic Advising Services
 - 1.** Suggestion box and meeting brought forth:
 - a.** Advisor award ad hoc committee
 - 2.** Sidney Nettles Coates position will be posted and the percentage of SAGE support/OAA support will go up to 90%.
 - a.** Send applicants if you know of anyone interested, especially with advising experience.
 - 3.** Social media feedback
 - a.** Will receive every semester from now on
 - b.** Please review to see messaging that will be going out to students
- i.** Discussion

- i. Updates on curriculum changes—none at this time
- ii. Approvals were distributed by Julia Butler-Mayes
- iii. Banner—working on option to allow advisors to override above 17 hours
- iv. No-cost attribute added to courses with no fee/cost associated with them
- v. Bulletin training modules—added to front page of bulletin, please give feedback
- vi. Next year—one academic bulletin for the year (more communication will come out soon)
- vii. Feedback on removing restrictions on grad classes
 - 1. Report will be shared showing which undergrads are signing up for grad courses (mostly Double Dawgs/Honors Program)
 - 2. Looking at issues and ways to resolve
- viii. Banner 9 upgrade—Double Dawgs student list, minors in DegreeWorks on hold while Banner 9 upgrade is occurring
- ix. SAGE training coming up on the 20th
 - 1. Will Continue to be offered on regular basis
 - 2. New advisors or advisors who may need refreshing—look at Training and Development for classes
- j.** Next AACC meeting is 10-11:30am on Friday, October 19th (Peabody Board Room)
- k.** Adjournment 11:13pm