

March 22 AACC Notes:

Mission Statement:

Representing undergraduate academic advisors from all University of Georgia schools and colleges, the Academic Advising Coordinating Council will provide expertise, leadership, and support for the academic advising needs of the university community. Through best practices in training, mentoring, research, and evaluation, the Council will maintain excellence in academic advising and facilitate student success, retention, and degree completion.

Members in attendance: Diane Beckett, Sherontae Maxwell for Maggie Blanton, Misha Boyd, Justin Burnley, Julia Butler-Mayes, Laura Clark, Jennifer Eberhart, Melissa Garber, Steven Honea, Whitney Jones, Amber Juncker, Sarah Kessler, Kelly King, Greg Kline, Heather McEachern, Mike Merva, Diane Miller, Naomi Norman, Ellen Pauloski, Beth Rector, Alton Standifer, Rose Tahash, Paul Welch, Ashley Whitten

- i. The presentation of the minutes of the last meeting of the Council, their corrections, if any, and their adoption. Adopted and seconded.
- ii. Reports of special committees and discussion thereof
 1. Reports of Special Committees
 - a. Advising Student-Athletes (Will Lewis): Meeting March 29 in 116 Memorial to discuss plans for moving forward, as well as OneNote updates.
 - b. Advisor Award Selection (Julia Butler-Mayes): Winners notified and formal article in Go Newsletter next week. Meeting of the award revision committee this afternoon to review how process went after implementation of new changes, as well as discussion for next iteration.
 - c. Communication (Whitney Jones): Needs assessment disseminated to gauge current communication practices. Forthcoming announcement about retiring ACADEME and further conversation for communication repository like ELC or Onenote
 - d. Community Service and Engagement (Matt Head): recent partnership with Brown Bag Committee to host the LGBTQ Resource Center Open House. No additional updates at this time.
 - e. Mentoring (Ellen Pauloski): All set to launch program at Spring Workshop. Guidelines and application materials finalized and ready to go. In process of developing website, in addition to MAP email address for centralized communication. Full launch in August.

- f. Orientation (Rose Tahash): Meeting first week in April. Matt reported that committee is looking further into orientation intake process which should be live this summer.
- g. Professional Development (Mike Merva)
 - 1. Advising Certificate: In addition to other certificate earners, Justin will also be getting Advanced Certificate.
 - 2. Brown Bags: LGBTQ Open House on Wednesday. One more happening in April. Elizabeth will no longer chair. If program is to continue, new chair will be needed.
 - 3. Training: Split into two working groups. One working on online modules. Progress on first introduction module. The goal is to have modules completed by end of summer. UNG set up similar training program. Committee is working through logistics. Meeting second week of April.
 - 4. Workshop: Save the Date went out. May 1st at Lamar Dodd School of Art. Barberitos taco bar for lunch. Full agenda: Career Center Mentor Program, Ellen Pauloski/Mentor Program, Paul Klute/Tableau, NISTS, and presentation of advanced certificate earners.
- h. Transfer: No updates.
- i. Reports of the Chair
 - 1. Introductions for Newly Invited Members. New members not present, so we did not do this.
 - 2. Candice Peters observing the meeting today (not present)
 - 3. Voting for officers will take place at next meeting. The chair will send out a nomination survey with details about who is eligible to nominate and who is eligible to be nominated.
- ii. Unfinished business: None
- iii. New business
 - 2. OSFA Tip Sheet (Anthony P. Jones): Anthony has already received feedback about including glossary and Next Steps, and inclusion of contact information, which will be updated. For appeals information, SAP calculation information, or understanding aid policies for Federal Aid, Hope, Zell, Double Dawgs, Transient or Study Abroad, refer student to OSFA. See attachment for OSFA Tip Sheet. New OSFA technology suite purchase should streamline appeal process as it will be handled electronically. Students can check Hope GPA on the GA Futures website, linked from OSFA website. Contact Anthony at Jones68@uga.edu with any questions.
 - 3. Student Involvement Ambassador program (Taylor Cain): Program goal is to help build community and strengthen connection to UGA. Their office advises student activities, University Union, Homecoming Committee, works with media (radio station, Pandora Yearbook) and advises SGA and Graduate Student Association. Over 800 student

organizations registered each year. 20 students serve as involvement ambassadors to help peers find their place on campus. They offer individualized 30 minute to 1 hour involvement coaching sessions (referral on Sage). Please refer any student who needs assistance connecting or engaging. Available for classroom presentations.

- Transfer student initiatives: Transfer Student Welcome, Transfer Student Peer Mentor Program (informal program currently but friendly face and connection point for transition to UGA, rolling registration process, 1 to 1. Okay to refer students who are not in their first semester). Present at every Orientation session, as well as Involvement Fair. Walk-ins welcome. Ambassadors have office hours, but all 16 staff members are cross-trained to assist students. Involvement Network categorizes and filters organizations by keyword. See involvement.uga.edu for more information.
4. Get into Career Gear flyer (Melissa Garber)
 5. Orientation Kick-Off (Alton Standifer). Please share with colleagues. The goal is to have all participants RSVP to test new orientation check-in/registration process. Point of clarification: prompt about undergraduate institution is about the institution you attended. Schedule confirmation coming in early April.
 6. Updates from the Office of Academic Advising Services (Julia):
 - CAR representative: Julia shared information about how advising works at UGA, Career Ladder documents, discussed equity, turnover, opportunities for professional growth. CAR report discusses advising on page 56 for those who would like to read that specifically.
 - Undergraduate Law School courses summer and fall 2019. Email forthcoming.
 - Idea for shared repository of documents.
 - Sage: Ashley working with Sage team to get landing page updated. If you notice something missing or out of date, please send to Ashley.
 - Advising Survey: COE will disseminate revised survey as a pilot this semester, related to advising technologies (Athena, Sage, Bulletin, Degree Works), and in fall, all units will be asked to disseminate the same survey and return to every 2 year assessment schedule. Specific information to come.
 - Transfer-related information on behalf of Judy: 1st at the First: postcards available for use during New Dawgs and other similar events. Transfer@uga.edu is now developed and will go directly to Judy. Eventually will have ownership of transfer.uga.edu website. Transfer course evaluation pilot: all units who have already requested access will be added by end of March, other units will be added by Orientation hopefully. Question: What is the purpose of the transfer email address? To connect to appropriate resource, college or school and to provide warm welcome, introduction and referral.
- iv. Adjournment at 11:27 am.

The next regular AACC meeting is 10-11:30, Friday, April 19 (CED Main Office Conference Room [112 Jackson Street Building])

Subcommittee Reporting Template

- Remind the group what the full name and purpose of your sub-committee is.
- Update the group on anything new that your group has accomplished/scheduled/completed since you last reported.
- Share your current and up-coming projects and/or how close you are to completing your goal(s).
- Share any challenges or speedbumps you have encountered.
- Feel free to bring any decisions to the larger group that you think should be made at that level.