

Academic Advising Coordinating Council
Friday, November 15, 2019
Peabody Board Room

Members present: Mike Merva, Greg Kline, Jennifer Patrick, Laura Clark, Diana Beckett, Rose Tahash, Laurie Zielinski, Kevin Simmons, Martha DeHart, Jennifer Eberhart, Will Lewis, Cara Simmons, Melissa Garber (Chair), Matthew Head, Whitney Jones, Steven Honea, Heather Smith, Leslie Standridge, Paul Welch, Heather McEachern, Caitlin Dye, Ellen Pauloski, Maggie Blanton, Tori Tanner, Jason Emond, Glada Horvat, Beth Dziedzic, Julia Butler-Mayes, Ashley Whitten, Fiona Liken, Blake Dye, Kay Stanton, Nancy Ferguson, Judy Iakovou

- I. Welcome
- II. The presentation of the minutes of the last meeting of the council, their corrections, if any, and their adoption. Motion to adopt and seconded. Minutes approved.
- III. Summer Enrollment Information & Updates (Khristina Gallagher and Nancy Byron, Office of Instruction): Efforts to push summer enrollment. Postcards and flyers available. Marketing efforts to students and parents over holiday as well as spring semester. New online course search page <https://online.uga.edu/course-search>
- IV. Reports of special committees and discussion thereof
 - a. Advising Student-Athletes (Chair, Will Lewis): Committee met 10/22, upcoming meeting 11/26. Next available T&D course is 12/7 and already has 19 participants registered. Upcoming project: develop second course around NCAA academic rules and regulations and how they impact student athletes, to be offered every December.
 - b. Advisor Award Selection (Chair, Julia Butler-Mayes): Meeting next Wednesday to discuss feedback from last year's committee, clarify special population category, limit page count for student nominations. Nomination deadline will be late January, with selection taking place mid-February, leaving time for units to submit to NACADA awards. Secured three SGA representatives to serve on selection committee.
 - c. Communication (Chair, Whitney Jones): Finalizing content submission form for advising newsletter to be distributed next week.
 - d. Community Service and Engagement (Chair, Kathryn Veale): Will be meeting in December.
 - e. Mentoring (Chair, Ellen Pauloski): Meeting scheduled next week to plan training and mid year check-in for MAP program.
 - f. Orientation (Chairs, Rose Tahash & Melissa Garber): Meeting scheduled December 4.
 - g. Professional Development (Chair, Mike Merva)
 - i. Advising Certificate: Jabari sent out email for advisors to submit certificate completion so they can be recognized at upcoming workshop. Committee is developing handbook for advising certificate courses with goal of streamlining information.
 - ii. Brown Bags: announcement going out today for next week's panel on deescalating students in distress.

- iii. Training: Meeting planned for December and expecting first module to be completed by then.
 - iv. Workshop: Registration is live. Confirmed sessions: mental health training, administrator's panel Q&A, experienced advisor panel, open discussion tables, and T&D course on Strengths Finder
- h. Retention (Chairs, Jennifer Patrick & Laurie Zielinski): First meeting occurred this week, brainstormed ways to identify students needing support and ways to identify them earlier. Discussed use of Sage success plans and designated offices to "close the loop." Second meeting 12/13. Meeting notes in Planner.
- V. Reports of the Chair: Send AACC member updates to Melissa
- VI. Unfinished Business: None.
- VII. New Business
 - a. Student Resource Videos (Maggie Blanton, Division of Academic Enhancement): Website updates include videos, skills assessment, strategies, additional reading, and apps to try. https://dae.uga.edu/resources/academic_success_resources/
 - b. SAGE Collaborations (Bethany Mills & Maggie O'Brien, Career Center): Updated referral emails for drop-in referrals (for quick questions about resumes, cover letters, job search strategies, etc.), satellite hours, career programs, and UGA Mentor Program. Consultants are able to add drop in hours to Sage and check students in, serves as data tracking and closing the referral loop. Now offering group appointments around topics like choosing a major, which advisors can add students to. Email Maggie if you're interested in collaborating (maggieob@uga.edu).
 - c. Early FAFSA Completion Initiative (Nancy Ferguson, Office of Student Financial Aid): OSFA has observed trend in students delaying FAFSA application. 30-40% of juniors and seniors waited until 4 weeks before application deadline, leading to gridlock in process. New ad campaign via television monitors and bus card ads to hopefully encourage earlier application. No reason to wait! Postcards available and will be mailed to students' permanent home address. Advisors can help distribute print and digital materials Email Nancy to request materials. Question: Is there a FAFSA "To Do" item in Sage? Will confirm. If not, can create.
 - d. Updates from the Office of Transfer Student Services (Judy Iakovou): Transfer advisor committee to be reconvened as subcommittee of TAG. Development of self-assessment for transfer students interested in high demand majors, providing a series of focused questions about specific degree programs so students will be well aware of entrance/graduation requirements. Please contact Judy with a list of your high demand majors for December roll-out. For next Bulletin updates, Curriculum could ask departments to consider including application timelines and process information, as well as additional expectations for transfer students.
 - e. Updates from the Office of Academic Advising Services (Julia Butler-Mayes): Thanks to those who submitted student names of students nearing graduation who might be in need of funding. OSFA will review every submitted student to determine other possible avenues for support even if not eligible for this particular list. Orientation intake survey updates will be ready for spring orientation sessions (including the renaming of categories on transfer survey, added language/skip logic for students who indicate a 3

on AP history or government which provides information about university requirements, and recommendation to take placement exams earlier, exploring student updates, expanded final question with examples of types of things students want their advisor to know.) There have been requests for speeding up process of having intake forms posted in Sage. Julia is working on this, but there is a lag due to existing technologies.

- VIII. Announcements: MAP committee is hosting football watch party. All are welcome. Double Dawg application forthcoming, as well as information for advisors (one example: there will now be available reports of Double Dawg participants, which we'll review at a future meeting. There are now Argos reports of students who need to complete University requirements as Curriculum is hoping to see fewer students who aren't graduating due to having not completed this set of requirements. New Director of Orientation Larry Cloud starts 12/3, Orientation Leaders have been named and updates will be shared as soon as all 16 have confirmed availability. 12/6 and 12/10 orientation sessions are full/closed. Room locations have been confirmed and official schedules will be going out today or Monday. Open advising positions: Advisor II in COE, Advisor III in Franklin, Explore Advisor in EC. Discussion around discontinuation of posting advising positions with the Advisor I, II, III, etc language and how to describe in position postings. Could add to future AACC meeting agenda?
- IX. Adjournment

Please Note: Regular meetings will resume in January.

Academic Advising Coordinating Council 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.