



University Advising committee

**Minutes**

Date 02/14/2017 Start Time \_\_\_\_\_ Adjournment Time \_\_\_\_\_ Location \_\_\_\_\_ SSC Conference Room  
 Type of Meeting  Regular  Special

CHAIR	Barbara Michaelides
SECRETARY	Patti Pate
ATTENDEES	
ABSENT (EXCUSED)	

**Agenda**

GENERAL ANNOUNCEMENTS		
Members reviewed and approved minutes from previous meeting.		
DISCUSSION TOPICS		
2.	Members reviewed FERPA info	
3.	Members reviewed of INB info; there was a report by Dr. Luse	
4.	Members reviewed forms and forms input; there was a report by subcommittee	
5.	Grade appeal policy was found and placed on web	
6.	There was a reminder of summer/fall registration dates; advising date	
a.	Summer –March 29	
b.	Special Groups – April 5-6	
c.	Classifications – April 10-13	
d.	Midterm Grading – March 1-10	
e.	Drop date – March 22	
f.	Advising began – Monday, March 6	
7.	Members reviewed the web page and determined changes needed before March 6	
•	One suggestion was to split resources into two sections and keep financial info separate from courses, transfer, credits and resignation.	
8.	There was discussion of college advising review sessions	
a.	Content covered was: changes dates; transfer credit evaluation and other	
CONCLUSIONS		
ACTION ITEMS		PERSON RESPONSIBLE
		DEADLINE

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Approved by committee/council chair  Yes on