



University Advising Committee

Minutes

Date 09/23/2019 Start Time Adjourment Time Location SSC Conference Room
 Type of Meeting Regular Special

CHAIR	Barbara Michaelides
SECRETARY	Patti Pate
ATTENDEES	Heather Kennedy, Blair David, Sara Webb, Patti Pate, May Adams, Michelle McEacharn, Peggy Lane, Jessica Dolecheck, Paula Griswold, Chris Michaelides, Barbara Michaelides
ABSENT (EXCUSED)	Karen Arrant, Shannon Banks, Mary Elizabeth Bridges, Scot Humes

Agenda

GENERAL ANNOUNCEMENTS	
Meeting opened at 2:30 pm	
DISCUSSION TOPICS	
<p>1. Graduation Applications/Handout Chair shared policy followed by CAES, CBSS, and CHS regarding application for graduation. It is attached to these minutes. CAES reports that it does a 90-hr degree audit. CBSS reports that all instructors have list of applicants that is double-checked in classrooms.</p> <p>2. Advising and degree audits in the colleges/What should be required? There was discussion of audits that should be required by the colleges of their students, especially in light of no advising holds. Advisors can monitor progress toward degree, but are unable to do so if student chooses not to come in.</p> <p>3. Advising Holds and TALON a. ARGOS Majors' Report – The TALON Specialist (Sara Webb) shared the majors' report with all present. She has added a column that also identifies students as TALON students or not. This will enable programs to filter for ALL majors and to know which of them are advised in the SSC as part of TALON advising. This report is available in ARGOS in Academic Affairs and called "registration status (SSC). It has been sent to all Associate Deans and School Directors by email. b. In light this information on lack of holds, the committee members discussed the issues they are finding now that students are not required to come in for advising sessions. Attached is a report of that discussion. c. Members are going to continue this discussion and consider a recommendation to upper Administration regarding the placement of advising holds.</p> <p>4. Potential Advising and Registration Dates a. After conversation with the Registrar's office, registration dates and potential advising dates were shared with the committee. These will be share with the university community once confirmation of schedule publication is received from the Registrar's office.</p> <p>5. Committee members asked that the next meeting date be the first week of November due to activities in October. Chair will conduct a Doodle survey again to find the best time for the majority.</p> <p>6. Other Business a. The university calendar was brought to committee members' attention, specifically the overlap of wintersession with</p>	

the beginning of spring semester. Members stated that this would cause students to be enrolled and taking finals while also enrolled in a full schedule in the first week of spring semester. This could impact student success and also the work flow (finals, grading, teaching new full semester) of faculty members.

b. It was suggested that Associate Deans take

CONCLUSIONS	
7. Meeting adjourned at 3:30 pm.	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Approved by committee/council chair Yes on 11/4/19