

**UNIVERSITY UNDERGRADUATE ADVISORY COMMITTEE**  
**MEETING MINUTES**  
**April 24, 2013**

**Present:** Jenny Schuessler, Molly Jenkins, Krysta Diehl, Katie Lackey, Judy Sanders, Kathryn Flynn, Nancy Bernard, Mary Ann Taylor Sims, Rob Kulick, Herb Rotfeld, Constance Reilian

Call to order at 10:30

- Introduction of Judy Sanders, Coordinator of Retention and Programming
- Tiger Advisor at RBC Library Update: Wrapping up for this semester. Making decisions for next year. Let Judy know of good peer counselors. Renovations of areas will happen over the summer. Will be discussing at Camp War Eagle, so that incoming freshman will be aware.
- Assessment subcommittee update: Judy reported that the Academic Advising Survey was sent to 18,000+ undergraduates. 2100+ responses so far. Everyone please encourage colleges to promote the survey.
- Update on Grade Alerts: Considering creating an advisory committee.
- Summer Meetings: The Advisor Assessment subcommittee will meet over the summer to review the results of the advising survey. The UUAC will discuss at the first fall meeting.
- Rob reported on athletes coming this summer. Need time ticket. This is not automatic for summer. Contact the Athletic department and the Registrar's office in this case.
- Rob reported that those taking advanced courses the first semester may have trouble getting them. It was discussed how different colleges handle this.
- Herb reported that students changing majors need cleaner guidelines regarding internal transfer credit. The group recommends that students be sent to the college that they are changing majors into. Herb suggested more information sharing, especially between Engineering, COSAM, and Business might be helpful.
- Krysta expressed need for clarification regarding deadline for students to get on graduation list, currently mid-semester. The Registrar's (graduation) office said, if Associate Dean would approve it, a late student was allowed to graduate. Will discuss this issue with Constance. What is the deadline? Does it need to be communicated better with all? Seems to be a lot of exceptions.

Adjourned at 11:20.