

Minutes
University Undergraduate Advising Council
244 Spidle Hall
August 28, 2013

Attendance: Katie Lackey, Courtney Gage, Dixie Mitchell, Constance Relihan, Judy Sanders, Kathryn Flynn, Ed Lowenstein, Nancy Bernard, Molly Jenkins, Krysta Diehl, Steve Duke, Mike Waldrop, Norbert Wilson

1. Welcome and Introductions were made by the group.
2. Dr. Hubbard read the Mission of UUAC to clarify the group's charge.
Upcoming meetings: September 25, October 30, November 20 from 10:30-11:30 in Spidle
3. Old Business

The Provost Advisor Awards Luncheon will be held in April. The date is to be determined.

The next meeting Judy Sanders will provide results of the advisor assessment survey that was launched for the first time April 2013. A subcommittee will need to be formed to revisit the survey and the results at the next UUAC meeting.

A small group met over the summer to look at training topics for the year based on survey results (Relihan).

4. New Business

The UUAC focus will be under priority 1. Several working groups have already been formed to address this point. These groups include: orientation, freshmen advising center for undecided students, partnership with on international students, partnership with distance program, policy/procedures review, admissions and recruiting review and they will all report to the Student Success Implementation Team. It was requested that the Implementation group present to UUAC before final recommendations are made to the Provost. If anyone has concerns, they can direct them to Dr. Relihan.

The focus on how to improve advising is solely on UUAC.

The Advising Training manual is updated and on the UUAC website as well as the Caucus website.

5. Other

Concerns were shared about how waitlists were handled. Communication is needed about how they are handled and when they are turned off. This led to students being in predicaments with their schedules. More training is needed on how to handle the waitlist – Dixie will talk to her IT people.

Tiger Advisor is open again M-R from 3-8 and a tiger advisor is at the VA center on M and R 2:30-4:30.

Students on Academic Warning are no longer allowed to print transient forms. They will need to use a paper form. This will be communicated to the Caucus via the monthly meeting and listserve.

Degreeworks is still in transition and dealing with issues. They have worked with Ag, Forestry, COSAM, and engineering to clear most of their issues. They will continue to work through the colleges. The lag time to clear an issue is about 2 months. The DW team watches UCC to see what changes need to be made.