

Minutes

University Undergraduate Advising Council

1303 Shelby Center

September 24, 2014 (10:30 – 11:30 am)

Present: Kathryn Flynn, Dixie Mitchell, Anna Burchett, Francine Parker, Christian Demyan, Sarah Crim, Ed Loewenstein, Joni Lakin, Melissa Adams, Courtney Gage, Steve Duke, Nancy Bernard

1. Welcome and Introductions: The meeting was called to order by Steve Duke. Nancy Bernard volunteered to take minutes for Judy Sanders.

2. Minutes: The minutes from the August 27th meeting were approved.

3. Old Business:

Subcommittee Report, Advisor Compensation – Dr. Duke distributed copies of the Advisor Compensation Workgroup Report noting that the committee work was still in progress and this was not the final report. Dr. Kathryn Flynn presented the main points included in the report, emphasizing items 1, 2, and 3. Discussion followed regarding the advisor career ladder process and the data used when determining salaries. All agreed that addressing the compensation issue was a priority.

Moving forward it was recommended that the committee continue to work toward adding a level 4 to the job family and adjusting salaries to be more in line with the national averages and the added responsibilities as promotions occurred. Flynn recommended there be discussion with the chair of the Career Ladder Committee to determine what changes and revisions were being considered for the career ladder promotion process and how the recommendations of the Advisor Compensation Workgroup would be recognized as modifications were considered. It was also suggested that the chair of the career ladder committee be invited to the next UACC meeting. Duke suggested that the final recommendations from the workgroup would be routed through Dr. Relihan to the Provost for consideration and action.

Continuous Improvement Ideas for 2014-2015 - Dr. Duke reviewed each item on the list of ideas and suggestions submitted by each member of the UUAC. At the next meeting the committee will brainstorm and discuss each idea, categorize and rank the items and determine strategies for implementation.

4. New Business – none

5. Adjourn – the meeting was adjourned at 11:30 am.

Submitted by: Nancy Bernard