

MINUTES
Academic Advising Committee
Tuesday, October 27, 2020
ZOOM

Dr. Patricia Griffin, Chair

#Dr. Brett Weaver (AHSS)***

Dr. Candace Mehaffey-Kultgen (Grad School)**

Ms. Jessica Heronemus (BE)*

Ms. Nikki Brown (Academic Advising)*

Dr. Suzie Becking (Ed)*

#Ms. Kelsi Broadway (FHSU Online)***

Ms. Rebecca Karlin (HBS)*

Ms. LouWayne Davidson (Registrar's)**

Dr. Keith Bremer (STM)***

Ms. Kathleen Cook (Student Engagement)***

Ms. Debbie Staab (IDS)**

Mark Faber (Student)

(*first of three-year term, **second of three-year term, ***third of three-year term)

#not in attendance

Call to order

- The meeting was called to order at 3:30 PM

Approval of minutes – March 10 Attachment A

- No motion made

Old Business

- Workday Academic Advising Worklet - Update
 - Feedback from this committee was shared with Tacha Key
 - Can reference past minutes on the Web,
<https://fhsu.edu/aace/minutes/academic-advising-committee-minutes/index.html>
 - Advisors will have access to more information in Workday than what is currently available
- Edmund Shearer information submitted to Provost Arensdorf
 - Two suggestions were submitted, run over the year or run in the spring
 - A decision was made to run in the spring
- 2020 FHSU Student Evaluation moving to Blue for fall – <https://fhsu.bluera.com/fhsu/>
Attachment B and C
 - Go live date is November 9th
 - Response Rate Report – Attachment B
 - Information will go out to everyone
 - Information will include Courses Audience, Responses Received and Response Ratio
 - Instructor Short Report – Attachment C

- Advisors can go out and get your own information
- Information will align with same date/time as course evaluations
 - Information will include questions, columns: Mean, Mean-Norm Across Department, Mean-Norm Across College, Mean-Norm Across University and Response Ration and Comments section
- Discussion
 - Scale changed... strongly agree will be 5
 - Collecting for fall and spring only...questioning summer
 - On November 9, students will receive an email from the advising@fhsu email account
 - Announcements, possibly in Blackboard and TigerDaily ...undetermined at this time
 - Dr. Griffin will send an email with announcements to advisors with reminder emails included
 - Students not enrolled will not be asked to do an evaluation
 - No change to questions
 - Will close in January
 - Advisor evaluation will be on your dashboard

New Business

- Workday (WD) Demo for continuing student
 - Implementation will start over the spring, first part of February
 - Initiate student onboarding
 - Summer, Tiger Enroll will still be used
 - Spring, Workday will start being used for fall 2021
 - Part of onboarding is requesting the academic plan
 - Most departments have provided Academic Plans
 - Plan approval will happen each semester
 - Advisors can and will adjust academic plans
 - Can request to change primary plan or create alternate plan
 - Plans have to be started by the advisor before the student can view their plan
 - Dr. Griffin provided a demonstration of Workday as a continuing student registering for spring 2021
 - Any questions from committee members, please compile and send to Christine Hunziker

Announcements

- Workday Mock
 - Will begin November 2020

Next Meeting

- December 1 @ 3:30 PM, ZOOM

Adjournment

- The meeting was adjourned at 4:30 PM