

DRAFT
Academic Advising Committee Minutes
Tuesday, September 11, 2012
Smokey Hill Room, Memorial Union

Dr. Jim Barrett
*Ms. Joleen Briggs
Mr. Brett Bruner
Ms. Nikki Brown
Mr. Kyle Calvin (s)
*Ms. Maggie Denning

Ms. Rachel Dolechek
Dr. David Fitzhugh
Ms. Nanette Fitzhugh
*Ms. Judy Getty
*Mr. Alex Hendee (s)
Dr. Robert Moody

Ms. Linda Smith
*Ms. Debbie Staab
Mr. Kim Stewart
*Mr. Jon Tholstrup
Dr. Patricia Griffin, Chair

*Not in attendance

Call to Order

The meeting was called to order at 2:30 PM by Dr. Patricia Griffin, Chair.

Approval of Minutes - April 2012

Ms. Nanette Fitzhugh moved to approve the April minutes; Ms. Nikki Brown seconded the motion. Motion approved.

Advising Notes Update - Travis Taggart

Travis Taggart updated the committee with the processes of the advising notes system. An update was published to the Advisee Search function for the Online Advising Notes. You can search now by: Major 1, 2, 3, and Minor 1, 2, 3, Major/Minor Name, Class, and Alphabet. Our committee will continue to work with CTC –Web Development Group to enhance and improve this resource. Travis is working on an excel transport to help sort students by on-campus or virtual and enrolled or not enrolled. For suggestions and/or additions to the advising notes system, please let Patti know. Travis will inform Patti of when system updates goes live and faculty will be notified.

Additions:

- ✓ Note Security-tied to department code/advisor
- ✓ Privacy Notation
- ✓ Admission Status
- ✓ Enrollment Hold
- ✓ Enrollment Dates
- ✓ Transfer Work/Audited Yes or No
- ✓ Transcript
- ✓ Degree Summary
- ✓ Program of Study
- ✓ Schedule Change
- ✓ Major/Advisor Change
- ✓ Referral Services-code and keep date
- ✓ Access (Student Success List)

Future Updates:

- General Education Coursework
- What if
- Email Capture/Messaging
- Code Academic and Financial Probation/Suspension
- Academic/Financial Appeals
- Attachment of Word document/Excel file
- Career Services Acct.
- Excel Transport

Additional Advising Notes Needs-

- Graduate Entrance Testing
Working on additions
Math 010
- Toefl/Language Proficiency
On hold due to specific questions and different combinations regarding international students. Dr. Tim Crowley, Carol Solko-Olliff, Karen McCullough and Dr. Patricia Griffin are collaborating on this issue.

Advising Notes Update

As of June 20, the new system has been utilized by 43 academic advisors from 19 academic departments. More sessions will be offered throughout 2012-2013 to transition the remaining academic advisors.

ERP Update

The university will no longer be pursuing an ERP due to cost. We will work to convert our data and enhance our systems.

Student advisee initiative

A search for a more active voice from students will begin in hopes to find out what students at Fort Hays State University want to talk about. A suggestion was made to have Senators from Student Government participate in a focus group.

Student Success-ACCESS Checklist

An ACCESS Checklist Form has been implemented to better assist new freshmen students in achieving academic success. The acronym ACCESS stands for: Advising, Connections, Circle of Support, Education, and Sense of Self. President Hammond will give the ACCESS Checklist Form results to the Board of Regents. Mr. Bret Bruner will manage the ACCESS process. ACCESS Checklist forms will impact first-time freshman only. Beginning with the Fall 2013, FHSU plans to have this online for students to complete and advisors to view.

Foundation Courses issue

COMM 100
ENG 101
ENG 102
HHP 200
MATH 110
MIS 101

A discussion was held regarding recruitment of freshman but unable to serve them adequately with foundation classes. Collaboration is ongoing with Dr. Paul Faber, Tricia Cline, Dennis King and Dr. Patricia Griffin about this issue and not having enough seats available for these foundation classes. All six foundation classes should be completed during a student's first year. Next spring, transfer students are scheduled to enroll first which will make the impact even harder for new first time freshman to enroll in these classes. Patti asked the committee to compile a list of ideas to take to the group meeting. From all compiled options, a total of four will be given to the Provost Council to review and make a recommendation to the President.

Options discussed by the committee:

- Have GTA's teach classes
- Block scheduling
- 8-week courses
- A 3-semester rotation process
- Have a day for placement exams
- Have local teachers available to teach later in the day
- Push local exams for virtual students

New Business

Regents Business

The question was asked regarding why we are admitting students who do not meet Qualified Admissions criteria. As of Fall 2001, students must meet one of the following requirements to qualify for degree-seeking admission to Fort Hays State University in accordance to Kansas Statute No. 76-717. Students who do not meet the following requirements may be admitted in a 10% exceptions window. The 10% is based on the prior year's first-time freshmen count. This can be a retention issue.

Agenda Items

For agenda items you would like discussed at future meetings, please inform Dr. Patricia Griffin.

Adjourn

The meeting was adjourned at 3:45 PM by Dr. Patricia Griffin, Chair.