Academic Advising Committee Minutes Monday, November 15, 2010 Pioneer Room, Memorial Union

Dr. Kathleen Arano Ms. Maggie Denning Ms. Debbie Staab
*Dr. Krisztina Bencze Ms. Nanette Fitzhugh *Mr. Kim Stewart
Ms. Joleen Briggs *Ms. Judy Getty Ms. Lisa Treece
Ms. Nikki Brown *Ms. Morgan Roberts (s) Dr. Patricia Griffin, Chair

*Dr. Jeff Burnett *Ms. Rebecca Sander

Ms. Tricia Cline Dr. Jean Anna Sellers *Not in attendance

Call to Order

The meeting was called to order at 11:00 AM by Dr. Patricia Griffin.

Approval of Minutes from September Meeting

Dr. Jean Anna Sellers moved to approve the September meeting minutes; Ms. Nanette Fitzhugh seconded the motion. Motion approved.

Online Advising Notes Update

Dr. Patricia Griffin presented updates with the new online advising notes system. The latest version can be accessed at: https://secure.fhsu.edu/faculty portal test/advising tracks.aspx

Travis Taggart with the Computing and Telecommunications Center is still in the process of building the system. Dr. Patricia Griffin encouraged the Academic Advising Committee to share suggestions regarding the system. Discussion was held.

The following is a list of items/links compiled by the committee to possibly add to the online advising notes system:

<Faculty/Staff Portal Menu, Faculty/Staff Portal: Student Search, Portal Home>

- GR GPA
- Maior GPA
- FHSU GPA
- Math Placement Score
- Registrar's Transcripts (51, 08 screen); Dr. Patricia Griffin will discuss this add with Dr. Joey Linn.
- Degree Summaries; have a place to add documents/attachments
- Graduate Tests; Dr. Patricia Griffin will discuss this add with Dr. Tim Crowley.
- Admission Dates/Status UG, GR
- Referral add 'Other'
- Enrollment Holds
- Career Services; add link for student to register with Career Services
- Student Gifts; add link explaining what to do upon receipt of a gift

Items for Consideration

- Pre-enrollment schedule (VC current, degree seeking only, allowed to continue without cutoff at end of first week).
 - Dr. Patricia Griffin encouraged the Academic Advising Committee to submit any questions/concerns to her regarding this issue.

- Majors and Graduate Programs Fair.
 - Scheduled for March 1st, 2011, MU Ballroom, 12:00 PM-6:00 PM. Ms. Nikki Brown, Coordinator of the Academic Advising and Career Exploration Center, introduced the Majors and Graduate Programs Fair tab on the AACE Web site at: http://www.fhsu.edu/aace/majors-and-graduate-programs-fair/. Flyers and post cards have been distributed. Registration for departments will be available online in January. The Fair is open to the community.

Announcements

- Tiger Exchange Newsletter;
 - Fall Issue: November; available online Wednesday, November 16, 2010 at: http://www.fhsu.edu/aace/newsletters/tiger-exchange-newsletters/
 - Spring Issues: February, March, April; Dr. Patricia asked for committee to submit any articles or suggestions.
- Spring T.I.G.E.R. Series Workshops for Faculty & Staff
 Advising Student Athletes, Major/Career Advising, Advising International Students,
 Student Financial Assistant/Student Fiscal Services

Adjourn

The meeting was adjourned at 12:00 PM.