

MINUTES
Academic Advising Committee
Tuesday, November 12, 2019
Pioneer Room, Memorial Union

#Dr. Patricia Griffin, Chair	#Dr. Candace Mehaffey-Kultgen (Grad School)*
#Dr. Brett Weaver (AHSS)**	Ms. Nikki Brown (Academic Advising)***
#Dr. Cole Engel (BE)***	Ms. Kelsi Broadway (VC)**
#Dr. Jacqueline Lubin (Ed)***	#Ms. LouWayne Davidson (Registrar's)*
#Ms. Jana Zeller (HBS)***	#Mr. Rob Manry (Fiscal Services)*
Dr. Keith Bremer (STM)**	Ms. Maggie Denning (Kelly Center)**
Ms. Debbie Staab (IDS)*	#Ms. Nia Ward (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 3:00 PM.

Approval of minutes – October 3 Attachment A

- A motion was made to approve the minutes by Maggie Denning, seconded by Debbie Staab. Motion passed.

Old Business

- ACCESS Update
 - Discussion held on ACCESS data
 - ACCESS 1
 - 912 Students
 - 760 Met Deadline (83%)
 - 3 Complete Withdrawals
 - ACCESS 2
 - 912 Students
 - 527 (59%)
 - 9 Additional Complete Withdrawals
 - ACCESS 3
 - Currently Open
 - Deadline is November 22
 - ACCESS Overall
 - 134 Holds Remained as of November 11
 - No ACCESS issues were spoken of by the committee.
 - It was discussed that advisors should email ACCESSadvising@fhsu.edu or call the Academic Advising office at 785-625-5577 of ACCESS completion for holds to be removed more quickly.

- Nikki explained the daily process the AACE Center is utilizing to aid in timely removal of ACCESS holds.

New Business

- Math Placement for all incoming students beginning Fall 2020 feedback (Attachment B)
 - Feedback
 - Who would be responsible for ensuring students are taking the math placement exam?
 - Is there a deadline for a newly admitted students to complete the math placement exam?
 - Would there be a virtual and/or summer option for completion of the math placement exam?
 - Would there be a virtual and/or summer option for completion of the math placement for virtual and transfer students to allow an opportunity to be placed appropriately prior to the start of their first semester?
 - STM college likes the policy and that it provides students the opportunity for appropriate placement.
 - Will the math placement become part of the orientation process for all new students?
 - Would be nice if the pre-requisite in TigerEnroll provided information for the student on how to take the math placement exam.

Announcements

- FHSU Student Evaluation – Live September 17, 2019-December 6 @ 11:59 PM
 - Dates set for reminder emails
 - November 18
 - December 2
 - Dr. Bremer has had multiple advisees experience errors when submitting the Advising Evaluation. He has not heard if there has been any resolve to the issue or if this is a common issue occurring. Any feedback on the emails he has sent with error information would be appreciated. Nikki Brown will follow-up with Dr. Griffin.
 - Nikki asked committee members to continue encouraging students to complete the evaluation.

Next Meeting

- Christine will send calendar invites for spring meetings, Tuesday seems to be the preferred option.

Adjournment

- The meeting was adjourned at 4:00 PM.