

MINUTES
Academic Advising Committee
Tuesday, April 24, 2018
Pioneer Room, Memorial Union

*Dr. Patricia Griffin, Chair	*Dr. Jennifer Bonds-Raacke (Grad School)*
*Ms. Linda Smith (AHSS)***	Ms. Nikki Brown (Academic Advising)*
Mr. Cole Engel (B&E)*	Ms. Debbie Staab (VC)***
Dr. Jacqueline Lubin (Ed)	Ms. LouWayne Davidson (Registrar's)**
Ms. Jana Zeller (HBS)	Ms. May Schumacher (Fiscal Services)*
Dr. Keith Bremer (STM)***	Ms. Maggie Denning (Kelly Center)***
*Ms. Joleen Briggs (IDS)**	Mr. John Colclazier (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

- A motion was made to approve minutes March minutes by Keith Bremer, seconded by John Colclazier

Old Business

- Core Competencies Workgroup Reports
 - Relational work group members: **Keith Bremer-lead**, John Colclazier, Jacqueline Lubin, Linda Smith
 - See Handout-Relational Core Competency
 - Keith reported the relational work group ideas which include a combination of ideas from both the conceptual and informational work groups, discussion held
- Next Steps for implementation
 - FHSU Competencies Document
 - Use the competencies in advisor training sessions
 - Implement the Statement of Advising Philosophy
 - Update the advising web-site by centralizing the advising process for both student and faculty items
 - Implementation
 - Summer work groups will be arranged
 - Debbie, Maggie and Keith volunteered to serve on a summer work group

- Other members interested in serving on a summer work group can inform Nikki
- Products for summer work groups
 - Implementation by Fall 2018
 - Re-vamp handouts
 - Advising Web-site
 - Create a calendar of professional development opportunities including trainings offered for new and current faculty advisors and professional advisors (start with new faculty)
 - FHSU Advising technology training for advisors; possibly include video clips
 - Continue with advising sessions
 - Possible trainings at faculty luncheons and at new faculty orientation
 - Implementation by Fall 2019
 - Advising Web-site
 - Create a to do list, possibly include video clips, for incoming students (start with new students)
 - Create links for both undergraduate students and graduate students
- Announcements
 - Committee Report will be submitted to Dr. Briggs on May 1, 2018
 - New members will be announced in early summer by Provost Office
 - Nikki thanked Linda Smith, Keith Bremer and Maggie Denning for their service to the committee and John Colclazier for representing students on the committee

Next Meeting

- Fall 2018; calendar invites will be sent to committee members

Adjournment

- The meeting was adjourned at 4:00 PM