

## Minutes: UAC Executive Board Meeting

November 6, 2013

**Attending:** Donna Witt (President), Amanda Mather (Immediate Past President), Avery Pavliska (President Elect), Bonnie Bustos-Rios (VP, Programs), Ashlea Schroeder (VP, Communications), Cristina Vela (Treasurer), Jaclyn Upshaw-Brown (Secretary), Jeana Goodson (Parliamentarian), Amber Skinner (Historian), Trina Gregory (AGLS), Michelle Trimble (Architecture), Brittany Hammond (Business), Casey Schumacher (Education), Jackie Perez (Engineering), Clint Crampton (Science), Marco Valadez (Liberal Arts), Dave Kincaid (BIMS), Jennifer Lightfoot (Business Services), Morgan Jones (Academic Affairs), Brian Newman (Academic Affairs), Stephanie Bullick (Student Affairs), Bethany Smith (Student Affairs), Mindy Phillips (Athletics), Bridgette Ingram (Financial Aid), Irene Scott (Global Programs Support), Justin Schilke (OAR), Jayson Naiser (Blinn), Whitney Korthauer.

The meeting was called to order at 10:05 a.m.

**Minutes approval:** Minutes from the October 2 meeting were approved.

### Officer and committee reports:

D. Witt:

- AOC Deans meet next week, so will have a report for December Board meeting
- Committee check-in:
  - New Advisor Training: Have not yet had a meeting
  - Professional Development: Scheduled to meet Friday, Nov. 8
  - Membership:
    - Would like to start pricing shirts for members to purchase. Members of the Advisor Appreciation committee provided feedback that shirts are no longer being considered for appreciation, so Membership Committee will move forward
    - Planning a new member meet & greet for late January
    - Have created a Qualtrics survey to replace paper membership form; will test and try to begin using in the spring.

A. Pavliska:

- Region VII award nominations were submitted last week for the 2013 Guthrie and Peterson winners.
- Updates from the NSC committee meeting on Oct 10:
  - Spring conferences follow the old format
  - For summer '14, they are looking into adding new Freshman conference July 15-16, but it's looking like just one college is interested in adding that conference.
  - Colleges seem agreeable to new format, so that will go into effect in summer.

B. Bustos-Rios:

- Region VII (St. Louis) and TEXAAN (Waco) proposals are due Nov. 15. First-time presenters might consider having a veteran presenter look over their proposals for feedback. Sam Murdock is looking into possibility of traveling to St. Louis in a group to save on travel costs. Those interested should contact D. Witt or Sam.
- Requested a volunteer to take the lead on planning the holiday social; the job mainly consists of picking a venue/menu, figuring out cost per person, and sending invites.

A. Schroeder:

- In the process of cleaning up the UAC email list; board members should let her know if people have left or email addresses have changed (e.g. no longer using a college extension).

J. Upshaw-Brown:

- Requested that division reps try to let her know when new people are hired so Membership Committee can reach out to them.

A Mather:

- Undergraduate Degree Planner update:
  - UG degree planner is now open to all students; about 5000 planners have been created (but are not officially submitted until approval functionality is available).
  - Approval function for advisors should go live in December. They will let us know when it's happening. Advisors will have until next fall to approve plans.

- Students enrolled for first time between fall 2011 and summer 2013 will be exempt from having submit degree plans, but anyone admitted after that will have to submit by November 2014.
- Still exploring possible rules for re-approving after 60 or 90 hours or if there's a certain amount of non-compliance with degree eval.
- Some advisors still may need to have access to the planner added; information will go out in next Compass update. Only those with the advising tab have access.

### **New Business:**

Sharon Haigler (Peer Academic Services):

- TSI updates:
  - Incoming students as of fall 2013 are no longer taking one of the four old tests; there's now a TSI assessment test. Before a student can take the test, s/he must take the state-requirement pre-assessment activity to prepare for the test.
  - In-state non-exempt New Students should take the test before their NSC if possible, because it is problematic when they show up at the NSC and don't know they need to test.
  - Out-of-state students have no choice but to test at their NSCs, but they can do the pre-assessment activity online beforehand.
  - Students can still take the Accuplacer to exit the program; fees have dropped from \$60 to \$25 per section (but only up to \$60 if taking multiple sections).

M. Jones:

- Honors & Undergraduate Research seeks feedback on the possibility of creating an honors designation in Howdy instead of having to check Compass. Several board members affirmed that it would be a good idea; B. Ingram pointed out it could go where the veteran status indicator goes.

Symposium Updates:

- Date/venue have been secured: March 20 in the MSC
- Committee will be meeting again soon to decide details such as registration timeline.
- Still looking into whether the System will be sponsoring pre-symposium networking event the night before.

### **Division Announcements:**

B. Ingram:

- Reminded Board that the continuing student scholarship app is open till Feb 1.
- Sequestration will have effects on programs, including increased origination fees on Federal Direct Loans. Financial Aid will have to re-offer unaccepted loans beginning Dec. 1.
- They will be working to send out SAP letters before the winter holiday so students will be aware of their status before they return for spring.
- They have posted an enrollment intent questionnaire, asking students whether they plan to drop below the hours of their current enrollment.
- Loan repayment sessions for fall grads are coming up (11/7, 11/14, 12/4).
- Veterans' Week events will be sponsored by the Veteran Resource and Support Center.
- Veterans can now complete recertification for benefits for spring through FA portal; students have been getting reminders.
- In case of audits, FA will have to begin confirm with professors that students began attendance in courses they signed up for but dropped after the 12th class day; if not, their aid may have to be reduced.
  - Concerns: In large classes, professors may not take attendance or know whether a student has attended; if there's no way to confirm, the student would lose the aid (especially with Pell Grants, which require full-time enrollment).

J. Lightfoot:

- Tuition statements will go out for spring after Jan. 2; FA will disburse Jan 4. If advisors find that a student needs to drop all hours, it would be helpful to try to have it done before that date to avoid having to take back money after the 12th class day.

D. Witt pointed out that dismissed students can appeal after that date, so it may be impossible for a lot of those students.

- Question: If a student is dismissed before disbursement but an appeal is granted, can they still receive financial aid?
- Answer: Yes, they can get their aid later.
- For Fall 2014, students with certain exemptions/waivers will have to meet SAP requirements. Communication will be sent out through email and Howdy. A chart from TEHCB will be posted at [sbs.tamu.edu](http://sbs.tamu.edu) so students with those exemptions will know whether this requirement will apply to them.

I. Scott:

- Study Abroad is now providing Satellite Advising at locations around campus. Students should contact the office to confirm a staff person will be present or sign up for the SAPO listserv for announcements.
- Several new staff members will be starting between now and January; the staff directory will have their information. There will be a new contact person for the Solstice Center.
- Scholarship apps for SABR Fellowship and International Agency Scholarship are open until Feb. 1 for Summer

Jayson Naiser:

- Blinn registration just finished.
- Reminder of changes: Transfer students can skip College Algebra and go straight to MATH 1324, though they are advised accordingly if they may not be equipped for the course yet.
- STEM math sequence is still the same -- students must take a placement exam to begin with calculus.
- Students can no longer add a course once it has already met, but they can drop after that time.
- Tuition must be paid immediately upon registration (or payment plan set up), or classes will be dropped that night.
- Prereq for PHYS 201/202 equivalent is now trigonometry or a 200-level math course; trig requires college algebra for engineers, so this is a problem for non-stem students who need PHYS. They may need to just wait and take it when they get to A&M. There are some workarounds for TEAM students.

C. Schumacher:

- Is there a list of available minors and the requirements for declaring them?
  - A. Kenemer has solicited a list of requirements; Degree Audit will eventually provide that information to advisors.
- There will be two new advisors in HLKN starting next week.

J. Upshaw-Brown:

- The seat release schedule and senior force request are on the Writing Programs Administration web site at [www.english.tamu.edu](http://www.english.tamu.edu).
- Reminder: ENGL 301 is coming out of catalog; technical writing will be taught as ENGL 210
  - Question: Will this have been caught in new degree plans that were submitted? J. Schilke: Yes, that should have been caught and corrected.

M. Phillips:

- Athletes are supposed to have preregistration forms in by end of this week; the forms were emailed out to student-athletes.

M. Jones:

- Academic Success Center is still booked two weeks in advance, but they are doing walk-ins in afternoons if students have an urgent need to get in right away.
- Appointments will be available through the redefined days in finals week, and just walk-ins after that.
- ASC is hoping to get graduate student assistants starting next year.

**Adjourned 11:05 a.m.**