

Minutes: UAC Executive Board meeting

September 4, 2013

Called to order 10:05 a.m.

Approval of minutes from Executive Board retreat: Minutes approved.

Officer reports:

- **President (Donna Witt):** Updates from the New Student Conferences Committee:
 - Ann Kenimer seeks feedback on New Student Programs' proposed plan for fitting more NSCs into the summer by adopting a schedule that would allow for three conferences per week. (College meetings and registration would all happen on Day 2, with the structure up to each college; registration would take begin at the same time in the afternoon after a "long lunch" in which students would plan their schedules).
 - Would mean 13 full FR conferences, 4 TR and 1 hybrid. Advisors would meet with a new group of students Tuesday, Wednesday and Thursday in weeks with three conferences. Conferences would be finished by the second week in July except the last two in August.
 - Concerns:
 - Will advisors actually have time to take lunch, or end up just working all day?
 - Will a couple of hours be enough time to plan a schedule? Some colleges/depts. have more choices for freshman schedules than others.
 - Will colleges still be able to opt out of certain conferences? Hasn't been discussed in committee meetings.
 - Another idea was to do a spring transfer conference for the early admits instead of waiting for summer. It is unclear when this would occur, and it would probably mean their missing class at their home institutions. Other concerns include that it would coincide with preregistration, cause prerequisite issues.
- **VP Programs (B. Bustos-Rios):**
 - Advisor Briefing Day is set for Sept. 19. We currently have 119 registered to attend.
 - J. Druery will serve as Symposium Chair. Bonnie and Jarrod met with an MSC official at Open House to address issues from last year's Symposium, such as the small breakout rooms. They hope to set a date and make reservations earlier when larger rooms are available, and also so the event can be promoted at NACADA. The Symposium committee is still seeking members.
 - The November monthly program has not been set, so anyone who has an idea is welcome to contact Bonnie. (October monthly program will be a NACADA debrief so attendees can teach others what they learned at the conference.) D. Witt strongly encourages Board members to be present at monthly meetings; Board attendance in the past has been low. Reps should both promote the events to colleagues in their divisions and be present if at all possible.
- **VP Communication (A. Schroeder):** Has been updating web site membership list as changes come in.
- **Secretary (J. Upshaw-Brown):** Membership Committee updates:
 - Committee has been investigating the possibility of setting up at least one Qualtrics account for the organization; whether it is feasible/desirable will depend on cost. The Provost's Office just recently set up an account. M. Broussard will look into getting access for the officers through that account.
 - The committee has produced a draft of a letter to go out to new members and sought suggestions. There were none; it will go out to new members as they submit membership forms.

- The committee seeks new members; a sign-up sheet will be offered at ABD.
- **Treasurer (C. Vela):** Presented a new budget designed to be clearer than the format distributed at the Board retreat. Income/expenditures were separated to show that income will exceed expenditures.
- **Immediate Past President (A. Mather):**
 - Compass timeout is being reduced from 90 minutes idle to 45 minutes. In Howdy, the timeout will be 2 hours.
 - Advisors will need to go through a VPN to access Compass from off-campus beginning in about 2 weeks.
 - The Undergraduate Degree Planner is now available for all students. This fall's new students must submit their plans by November 2014 or get blocked from registration for spring 2015. The Advisor Approval workflow should go live in October. If a representative's college has not yet had a demo, s/he should talk to the college's Compass PAA to set one up.

Old Business: None

New business: None

College/Division Announcements:

- Morgan Jones (Academic Affairs):
 - Astronaut Scholarship Awards and associated events are coming up. The division really wants to encourage attendance by students as well as staff.
 - The Academic Success Center's Fun Friday workshops begin this week; students should register through successcenter.tamu.edu.
 - The 4-week Kickoff Success workshops have started. She'll send information about these programs out to the UAC Bull.
- Irene Scott (Global Program Support):
 - Lessons from Abroad conference, scheduled for September 22, aims to teach students how to use their study abroad experiences to market themselves for jobs or graduate school.
 - Overseas Day will be September 25 and will include academic, internship/service abroad, and representation student services such as Disability Services.
 - Scholarship application deadline is October 12 for winter break or spring study abroad.
- S. Murdock: NACADA leadership positions are open and elections are coming up. Anyone interested should contact Sam for help with the process after looking at the NACADA page for position descriptions.
- M. Broussard:
 - Undergraduate Studies Week is coming up; there will be activities and resource tables in MSC. Advisors/counselors are asked to encourage students to attend.
 - The Professional Development Survey got 125-130 responses, providing valuable information that will help shape PD programs.
- J. Upshaw-Brown: TCCNS equivalencies for ENGL 1301 and 1302 are changing to 103 and 104, respectively. ENGL 103 will be added back to the catalog and has been submitted for the new core curriculum so that students transferring with these courses will be able to use them in the core (as long as they are in a college that does not require other courses for communication requirement). There are no plans to change AP equivalencies.
- R. Russell: The Life Sciences Career Fair will be September 23. Students from all majors are welcome to attend.
- B. Hammond:
 - Mays has an AAll/recruiter position open.
 - The MATH 1324 course from community colleges (except Blinn) will no longer be equivalent to MATH 141; it will come in by title unless the school continues including statistics/probability.

- Mays' new change of curriculum requirements are officially online.
- B. Newman:
 - Transfer Student Programs orientation has begun; peer mentors will meet one-on-one with new transfers who request it.
 - SI began last week; the schedule is posted on Peer Academic Services site (pas.tamu.edu). Chemistry is not supported by SI this semester, so tutoring hopes to cover that gap; the tutoring schedule is also posted
 - If a student needs tutoring for a course that is not supported, the advisor can call PAS; they may have a tutor who can help in that subject, and if so they are happy to set it up.
- K. Mooney: TAP will begin accepting forms on October 14 (after mid-term grades post) from students needing to change majors to GEST; they should apply online and the typical turnaround will be about 72 hrs. The student must designate a feasible major (per midterm grades as well as AP/SAT/dual credit background for new freshmen). A denial would lead to an advising session about picking a more realistic major.
- B. Ingram/J. Lightfoot:
 - Late fees were assessed on Thursday for past-due account balances.
 - Financial Aid is still verifying FAFSA status for many students, so their disbursement has been delayed; students may need to take out short-term loans, emergency loans, or sign up for payment plans to compensate for this delay.
 - Some students' disbursements were also delayed because of holds for failing to meet satisfactory academic progress standard.
 - Veterans/dependents benefiting from tuition programs are at a record high -- about 2100. Their certification process is all online through FA Portal.
 - Appeal questionnaires seemed to go out later this fall because summer classes ended after the disbursement date, so Financial Aid couldn't run the SAP check until summer grades came out.

Adjourned 11:15 a.m.