



**UAC Executive Board Minutes
October 13, 2010
Rudder 501**

Attendees: Jon Kotinek (President), Amanda Schwede (Secretary), Ruthi Hernandez (Parliamentarian), Sam Murdock (Immed Past Pres), Amanda Mather (President Elect), Jeana Goodson (Treasurer), Kelly Essler (Ag/Life Sciences), Amanda Holmes (Architecture), Jordan Thebeau (Mays Business), Roxanna Russell (GeoSciences), Jackie Perez (Engineering), Karl Mooney (General Academic Programs), Emily Doucet (Lib. Arts), Henry Huebner (Vet Med/BIMS), Richard Johnson (Acad. Affairs 2), Mindy Phillips (Athletics), Paul Harwell (Student Affairs 2), Katie Shehi (Student Business Services), Ori Varner (International Programs), Mike Yeater (Blinn College), Andy Armstrong (OAR)

Called to Order: 10:34 AM

I. Welcome – N/A

II. Officer and Committee Reports

A. President–Jon Kotinek

1. Next AOC Deans meeting is this afternoon and will report on it by email.

B. President Elect–Amanda Mather

1. Asked for more committee sign-ups. Attended NSC Committee meeting and Meredith Malnar debriefed on Summer conferences. Will be sending data feedback on NSC parent and freshmen forms. January 2011 conference will be combined.

C. VP Programs–John Louis Bolch

1. November Monthly Meeting will cover NACADA. Will send out Monthly Meeting schedule for the next few months when he returns from vacation.)

D. VP Communications–Erin Fisk

1. Requested more participation and sign-ups on the Communications Committee.

E. Parliamentarian–Ruthi Hernandez

1. ~Five people interested but email her if you are still interested. (A Doodle meeting request will be distributed soon to those who have expressed interest in joining the Bylaws Revision Committee. The goal is to have this committee meet in October and November and present recommendations to the Board in December.)

F. Secretary–Amanda Schwede

1. Make sure to sign the sign-in sheet before leaving today. No corrections suggested for Retreat or September's Meeting minutes. Minutes for both approved.

G. Treasurer–Jeana Goodson

1. Receipts need to be turned in to her first. (Francis prefers this.)

H. Immediate Past President–Sam Murdock

1. NACADA's leadership nominations are due next week.

III. Old Business

A. Advisor Briefing Day

1. Dr. Russ Graves wants to present on Blinn Team at next year's ABD. Consider volunteering for ABD Committee next year. Few unhappy comments but that's okay. A. Mather said ~120 people registered and attended. Good responses. E. Townsend has feedback on survey. Email any committee member for more comments. J. Kotinek requested that ABD information be provided in writing at November's meeting. A. Holmes found Corps presentation very beneficial. R. Russell like room where it was held. Many like lunch. Went smoothly.

B. NACADA Participation

1. ~24 from TAMU (12 presenters). J. Kotinek has contacted NACADA about who participated from TAMU. J. Goodson said an email was sent about accessing who went from each school.

C. TEXAAN

1. J. Kotinek suggested focusing on campus updates and general meeting in Fall and save broader topics for TEXAAN in Spring. TEXAAN will not include a general meeting, so we need to schedule that. He also encouraged participation and submitting a proposal to present. Need to register before early registration deadline passes and cost goes up.

IV. New Business

A. Big Idea-Term Limits

1. A. Mather introduced the big idea. R. Russell said it would be good for her newer advisors. J. Goodson suggested running it by AOC Deans first. A. Holmes concerned that it will lessen participation. Suggested having a great speaker once each semester. J. Kotinek said Terri Burger will be at the next meeting to discuss leftover money from 20th Anniversary Lunch and how it can be used. Suggested advertising to advisors. R. Johnson suggested an unlimited number of years but may limit term by laying out every third year. K. Essler suggested having speakers first and maybe advisors will stay after for Exec Board Mtg. J. Kotinek said it would be good to keep speakers broad to bring in more interested advisors. R. Hernandez said letting advisors know their opinions matter and want to be heard could encourage more participation. J. Kotinek asked how ABD, Monthly Mtgs, and Symposium fit into new advisor training. A. Mather will bring this up with the New Advisor Training Committee. M. Yeager said we should keep terms longer than two years to keep history of how things are done. J. Perez felt first two years are needed for information and more likely to be vocal after having attended for awhile to see how things work. R. Johnson said consider two reps from each college and maybe have them overlap by one year.
2. J. Kotinek summed up discussion by saying we want more participation. Wanted to get AOC Dean's approval. No need for separate Ad Hoc Committee. Will be dispersed amongst already existing committees. Not very comfortable with term limits. May change bylaws and meetings to increase participation. S. Murdock said AOC Deans appoint college reps to validate UAC. J. Kotinek reviewed all six Big Ideas and A. Holmes suggested fundraising Big Idea for November meeting since Terri Burger will be here.

V. Announcements

A. Upcoming Programs Dates/Calendar Items

1. **UAC Executive Board Fall Meeting Schedule:** (Wednesdays at 10:30 AM, Rudder 501)-November 3, December 1
2. **UAC Monthly Meeting**-No October meeting, NACADA. November Meeting: J.L. Bolche will send out schedule when he returns.

3. **UAC Advisor Social Hour–Thursday, October 28,** 5:30 PM, Fox & Hound
4. **Future NACADA National Conferences:**
 - a. 2011 NACADA–Oct 2–5, Denver Convention Center, Denver, CO
 - b. 2012 NACADA–Oct 4–7, Gaylord Opryland, Nashville, TN
5. **2009-2010 NACADA Webinar Series – *Reaching and Retaining Students***
 - a. Thursday, November 18, 2010–*Tips and Tools for Advising as a Teaching and Learning*
 - b. Wednesday, November 3, 2010–*The Conceptual Component of Advising: Developing the Purpose, Values, and Frameworks for Why We Do What We Do*
 - c. Wednesday, December 15, 2010–*Cultivating the Potential in At-Risk Students*
 - d. J. Goodson said attendance wasn't good and made us look bad. R. Russell said she had expected more face time instead of just hearing a voice. A. Armstrong suggested doing our own webinars and charging for them as a fundraiser. J. Kotinek said he would discuss fundraising at the next meeting.
 - e. J. Kotinek talked to the Evans Library and they will house UAC documents from T. Burger and Hotard Hall (Salle Henderson), and NACADA journals. Will put them on reserve there. He is the point of contact.

B. College/Department Announcements

1. College of Agriculture & Life Sciences–
2. College of Architecture–A. Holmes said Environmental Design has changed their transfer requirements, from 3.75 to 3.0. Looking to increase enrollment in Construction Science.
3. Mays Business School–
4. College of Education & Human Development–
5. Dwight Look College of Engineering–
6. General Academic Programs–C. Mooney sent email to students nearing and at 60 hours. Reload is dead. Friday is last chance for Blinn Team students to apply for transfer.
7. College of Geosciences–The College of Geosciences has some changes regarding Academic Advisors and the departments they are currently serving. Shelly Peacock has moved from the Oceanography Department to the Geology & Geophysics Department. She is currently covering both graduate and undergraduate students. Her contact number is 862-3697 and her email is peacock@geo.tamu.edu. (A. Armstrong said to make sure they have the right access in Compass. R. Russell has done that and they are waiting.)

Christine Arnold will now cover both Atmospheric Sciences/Meteorology Department and the Oceanography Department. Her email and contact number are the same.

The changes were made effective September 2010.

In addition the College of Geosciences would like to remind all advisors and counselors that our college requires all students interested in earning a minor from our college that the student MUST visit with an Academic Advisor in the department they are wanting a minor from. Each minor has specific courses that are required. The contract must be approved by our Advisor. If you have any questions or concerns please feel free to contact the departmental advisor.

8. College of Liberal Arts–
9. College of Science–

10. College of Veterinary Medicine and Biomedical Sciences-
11. Athletics-
12. Scholarships & Financial Aid-
13. Admissions & Office of the Registrar-A. Armstrong said OAR is looking at contact hours, do we have enough room and if not, possibly online courses or meeting in more than one room at the same time via satellite.

Midterm grading for Fall2010 will begin at 8:00 AM on Monday, October 11 and **end at noon on Monday, October 18**. *Please remember, this is a hard deadline. The ability to enter grades is turned off at this deadline.*

Registration:

October 25-Activate Spring 2011 schedule in Howdy

November 5-Email preregistration start date/times

November 18-Preregistration begins for Spring 2011

November 25/26-Closed for Thanksgiving

Degree Audit:

Check audits and send adjustments (if needed).

14. International Programs-International Student Services has added information regarding students who are distance learners to the website. One reason for the addition is to ease the check in process for new International students. The website contains information regarding what documents students need to send to ISS and how to send the information. Please refer to our website for more information.

<http://international.tamu.edu/iss/people/facultystaff.asp>

ISS has also added information to the Faculty/Staff/Advisor page regarding how departments can assist at <http://international.tamu.edu/iss/people/facultystaff.asp>

15. Honors Programs-Is now Honors & Undergraduate Research. Our new Executive Director is Dr. Suma Datta. Streamlining honors designations and maybe into one.
16. Student Business Services-
17. Blinn College-
18. Student Government-
19. Career Center-
20. Student Learning Center-

Adjourned at 11:37 AM.