



## **UAC Executive Board Meeting**

**April 6, 2016**

**Rudder 302**

**Attending:** Donna Witt (Immediate Past President), Jennifer Rhinesmith-Carranza (VP-Communications), Amber Salvato (Treasurer), Allison Maderia (Parliamentarian), Jill Raupe (Historian), Analicia Leiva (ARCH), Brynn Ruiz (CEHD), Marco Valadez (CLLA), Brittany Hensley (TAP), Kristin Harper (Undergraduate Studies), Johanna Aker (OPSA), John Louis Bolch (REGI), Paul Stoltzfus (ATHL), Meredith Simpson (Corps), Pascale Parker (Study Abroad), Bridgette Ingram (FAID), Stephanie Bullick (Student Affairs), Dayna Rasco, Morgan Jones, Christina Escamilla, Shaifali Mathur

**The meeting was called to order at 10:05 a.m. by Donna Witt.**

**Moment of silence in honor of Trina Gregory**

**Minutes Approval:** In light of the unexpected passing of Trina Gregory, Secretary, the approval of the March meeting minutes has been deferred to the summer meeting.

### **1. Speaker – Greater Texas Foundation (GTF)**

- Mr. Lynn Barnes, Director of Recruitment for the Office of Admissions at Texas A&M University
  - Lynn Barnes began with background information about early college high schools as well as the GTF:
    - 153 recognized early college high schools (TEA designation, see edtx.org)
    - The goal of early college high schools is to give students a leg up on college course & give them an Associate's Degree (does not happen as often as desired)
    - There are four universities involved with GTF
      - TAMU become involved in 2011 to provide these students with support and graduation rates (see handout for more details)
      - Students fill out the scholarship app and are selected based on early college high school designation and hours
      - about 300 apply and 30 are selected at each institution
  - Early College High School Data & Findings:
    - Originally early college high school was a building on campus in El Paso (UTEP) and students would go to high school class then walk across to college campus (works the best at this time)
      - Most campuses now have early college high school students as well as non-early college high school
      - Many campus are now certifying high school teachers to teach the college class, so these students are not leaving the high school

- Newest reiteration is whole district being designated early college high schools
- Are the models providing the rigor of college courses?
  - It will be many years before we know if these last two models are working.
- Lynn stated Admissions does encourage students to take at most 24 hours (core curriculum) when they recruit at early college high schools campuses
- Pressure from school boards and legislature to provide college credit to high schools students is high
  - GTF study is starting to yield results from cohort one, and they are starting to find out the number of hours that is conducive for students bound for 4 year institutions.
  - Advising is the biggest key on getting the message across to the high schools counselors
- Students from cohort 1 are not graduating from TAMU in 2 years as expected.
  - 30 students (of the 80 from all colleges participating in GTF) earned a Bachelor's Degree in a 3 year time period
  - 11 grad in 2 years
  - 3 in 2.5 years
- Mr. Barnes opened the floor for questions:
  - Allison Maderia asked if there was any dialogue between admission departments and high school counselors about students taking high number of dual credit hours and being admitted into a provisional program and the implications that could have in that program.
    - Lynn responded that TAMU is not talking to high school counselors about this, but TAMU is trying to not offer provisional admission via Blinn TEAM to students from earlier college high schools. As of right now, students from earlier college high schools could be offered provisional admission through Aggie Gateway to Success.
    - He also stated the community college does the advising, and that could be where there is a need for more advising.
    - He could not comment on what the other colleges in GTF are doing on this subject.
  - Kristin Harper asked if there is much pressure on high school counselors to have students take college courses.
    - Lynn responded there is a large amount of pressure on high school counselors to have students take college courses. He also stated they are looking through the data to be able to better educated high school counselors and students on what courses to take.
      - Kristen asked what early college high schools were included in the data they were analyzing.
      - Mr. Barnes responded with he was not sure who all was included in the data.



- Jill asked if each college/department could be provided a list of students from early college high schools, or any student with high hours, so that we could mentor them.
- Kristen Harper wanted to know if there are different things the other colleges in GTF are doing to ensure student success.
  - Lynn stated nothing at this time.
- Mr. Barnes concluded his time with reiterating each session of the state legislature will see a greater push for students having more community college credit.

## 2. Officer and Committee Reports

- President Elect – Ann Pool was not able to attend the meeting. Below you will find her announcements
  - Awards Committee: nominations due this Friday and selection will be next Thursday
    - Donna Witt informed the board Biochemistry had been in the process of nominating Trina Gregory for Guthrie award before she passed away. They approached Ann about continuing the process, but she told them she would have to check with the Executive Board. Marco Valdez moved to allow Biochemistry to continue the process and Stephanie Bullick seconded the motion. A vote was taken, and the motion was approved by committee.
  - Awards Breakfast Committee: meet again next Wednesday. This year's breakfast will be on May 3<sup>rd</sup> from 8-10am.
  - New Student Conference Committee: Amber Salvato was not sure if committee met last month
- VP Communications – Jennifer Rhinesmith-Carranza:
  - The listserv was not allowing Jennifer to add new people, but it is now fixed
  - Symposium went well, and we received good feedback
- VP Programs – Janet Richards: not present
- Treasurer – Amber Salvato:
  - working on finalizing invoices from Symposium
- Historian – Jill Raupe: none
- Parliamentarian – Allison Maderia:
  - Reviewed bylaws and we may need to have a discussion on how to fill the vacancy of the sec position. Donna will check with Bonnie on what needs to be done. Donna and Bonnie have discussed what happens when a position is vacant, but not sure if still applies since elections are next month.
- Immediate Past President – Donna Witt:
  - Did not meet for EIS,
  - Nominations for UAC officers are due April 12. She will send out another reminder email Friday. Please nominate ASAP, so she can get ballot out on 20<sup>th</sup>.
- Advisor Training and Development Committee - Kristen Harper:
  - 12 people attended the last session of New Advisor Orientation, and it went well.
    - Evaluations are challenging to sift through because people are wanting it to be advisor training in more depth than going over campus resources.
  - The March New Advisor Brown bag went well.

- April NACADA webinar is going to be an interesting session. Handouts are available on NACADA website.
- She is still working on the Master Advisor Program-having some issues getting it input into TrainTrac.
- Working on getting New Advisor training on TrainTrac too.
- There will be one more round of Prof Dev grants.
  - Kristin stated there are some summer NACADA programs that would be good for teams
- UAC Advising Technology Ad Hoc Committee – Bonnie Bustos-Rios (not present but provided the announcement below)
  - If you are currently using any software or technology in your advising process, please email Bonnie at [bbustosrios@tamu.edu](mailto:bbustosrios@tamu.edu) with that information for distribution to the Ad Hoc Committee members. It can be college-wide or department-specific (*See Appendix A for a sample from General Studies*).

### 3. Old Business

- UAC Logo Redesign – Jill Raupe:
  - Jill forwarded the proposed logo (see March notes) to Marcom and she was referred back to Architecture. She thinks they did not understand she was representing UAC and not the College of Architecture. She found we were out of compliance with branding with the current logo, so we have to change it. Since we have to follow branding rules because we are an arm of the university, we don't have much choice in what it looks like. No voting needed by board since we only have one option. Jill will send it to Bonnie & Jennifer.

### 4. Announcements

- Scholarships and Financial Aid – Bridgette Ingram:
  - The 2016 – 2017 freshman awards have gone out. Continuing students will go out after grades post. Summer awards go out in May.
  - Make sure you do something for your student employees for Student Employee Appreciation week. Send students to FAID tabling to get free stuff.
  - Met with AOC-we cannot pay students FAID for courses that do not work for their degree plan. For a student to receive aid for the 2016 – 2017 school year or beyond, Financial Aid will have to check students' degree plans before they can disperse financial aid. This could mean that students may not get enough aid to pay for all courses. Working with Registrar to get coding in BANNER. We already do this with Vets, but this will be on a much larger scale.
    - Donna Witt: How does this affect students working on certificate programs?
      - Bridgette stated that if the certificates are considered non-degree seeking, then they won't get aid for those classes.
      - John Louis Bolch stated if they are embedded in the degree programs, then they can receive aids. Still not sure how it will affect courses that are capstones, student teaching, minors, etc.
    - Allison Maderia asked how it will affect students in transition.
      - Bridgette stated Financial Aid is not sure at this time, but it was on her agenda to discuss.
    - Marco asked if we could add a flag like we do for HONORS cohort.

- Timing is going to be an issue as some students do not apply for aid until August. Bridgette will keep us informed as things happens. Targeting undergrads first because grads do not have a set degree.
  - Donna Witt asked how this would affect students who adjust first week of classes.
    - Financial Aid will look at census date for aid.
  - Jill Raupe asked how will affect grad candidates?
    - Bridgette: They won't receive aid for courses that do not count. Some students have to be full time for insurance. It is insurance to insurance, but some will allow students be flagged as full time even if in less than full if graduating.
    - John Louis Bolch: Know that things are subject to change. Make sure you are actively working degree plans with your students, and make sure they are aware of this new change.
  - For more information about this, see Appendix B.
  - Stephanie Bullick- Final exams coming up. Need volunteers to proctor exams for Disability Services. Email her if you have questions
  - John Louis Bolch- April 19<sup>th</sup> is the graduation cancelation date. Make sure you clear your students by that date. Will be canceling on 20<sup>th</sup>. Students can come in after the cancelation date to be reinstated, but must be clear at that time.
  - Morgan Jones - approaching soft deadline for getting success plans started and complete.
  - Allison Maderia- If you accept a student from GEST, please change them for summer so we can remove the hold
- 5. Adjournment was moved by Jennifer Rhinesmith-Carranza and seconded by Allison Maderia. Board approved to adjourn at 11:25am.**

## Appendix A

### Technologies Used by Transition Academic Programs

1. SWAN and swipe system – TAP uses the system for advising notes, scheduling appointments and tracking walk-ins; Gateway Plus also uses this to track program requirements (attendance at career and campus events, mentor meetings, advising sessions). Gateway mentors also use for mentor meeting notes.
2. COMPASS – Scheduling, viewing data about students, placing holds
3. Howdy/New Howdy - Viewing student data and academic history. Reviewing degree planners. Viewing and exporting Compass Reports.
4. Qualtrics – Allison is piloting for Academic Recovery Workbook, which helps TAP’s Academic Probation students pinpoint challenges, develop an action plan and reflect on those actions taken.
5. Windows Office Suite:
  - Outlook Email for email, task and calendar functions
  - PowerPoint for presentations
  - Word – documentation creation, mail merge for mass student mailings
  - Excel for data collection and reporting
  - Access Databases – TAP uses an online form for GEST appeals/application each semester. This data is maintained in Access databases. Gateway also uses an online where students report their major of interest and existing college credits which is used to create summer schedules. Gateway also uses similar function for mentor applications.
  - Publisher – creating forms and documents for office use and NSCs.
6. ARGOS – Allison/Brittany/Sherrice for data collection and reporting
7. ERS – Used by TAP for enrollment and check-in for Degree Planner Help Sessions. Gateway uses ERS during the summer for keeping attendance in our LCSE course and Gateway Plus uses it for marking attendance at mandatory group meetings.
8. Smart TV and flat screens to project messages – coming soon!
9. Google Drive – Gateway Plus uses Google Sheet for coordinator appointments and keeping students abreast of event opportunities to meet requirements.

## Appendix B

### New for AY 2016-2017



- Beginning Academic Year 2016-2017 Financial Aid must review and only pay financial aid (federal aid programs) for courses that count towards a student's degree.
- This regulation has been in place, we must ensure we are compliant.
- Please make academic advisors aware as they assist students in selecting classes.
- We will communicate with academic advisors and students regarding the monitoring of courses towards a students degree.

### Regulations



- Title 34: (Education) Part 600 (Institutional Eligibility under the Higher Education Act of 1965) Subpart A—General §600.2 Definitions.
  - *Regular student:* A person who is enrolled or accepted for enrollment at an institution for the purpose of obtaining a degree, certificate, or other recognized educational credential offered by that institution.
- Title 34: (Education) Part 668 (Student Assistance General Provisions) Subpart C—Student Eligibility §668.32 Student eligibility—general.
  - A student is eligible to receive Title IV, HEA program assistance if the student either meets all of the requirements in paragraphs (a) through (m) of this section or meets the requirement in paragraph (n) of this section as follows: (a)(1) (i) Is a regular student enrolled, or accepted for enrollment, in an eligible program at an eligible institution;
- 2015–16 FSA Handbook, Volume 1—Student Eligibility, Chapter 1—School-Determined Requirements pg. 1-14 and 1-15.
  - **If a student is enrolled in courses that do not count toward his degree, certificate, or other recognized credential, and they cannot be used to determine enrollment status unless they are eligible remedial courses. This means you cannot award the student aid for classes that do not count toward his degree, certificate, or other recognized credential.**

## Example – Direct Loans

- Direct Loans are through the Federal Government. This is the main form of federal aid available to students. It is available to all students regardless of their financial situation. It requires that a student be enrolled as Half-Time (6 hours for an undergraduate) at a minimum to be eligible.
- A student is taking 6 hours and is “enrolled” as a half-time student and would be eligible to receive the a direct loan.
  - If a 3 hour class is not listed as counting towards their degree then they would only be enrolled in 3 hours (less than half-time) and would no longer be eligible to receive direct loans.
  - They would still be paying the tuition and fees associated with these courses but will be ineligible for a Direct Loan (does not include entitlement aid) to cover the costs for both courses.

## Example – Federal Pell Grant

- Pell is an entitlement grant program. It is paid based on the number of hours a student is enrolled in and their expected family contribution as determined by the FAFSA(Department of Education).
- A student is taking 12 hours and is “enrolled” as a full-time student. They would receive the maximum amount of Pell.
  - If a 3 hours class is not listed as counting towards their degree then they would be enrolled in 9 hours (3/4 time) for financial aid purposes and would receive less Pell.
  - They would still be paying the tuition and fees associated with this course but will be ineligible for a portion of the federal aid to cover the costs for this course.

## Additional Examples

Examples below were provided in a recent Department of Education webinar:

- Example 1: Student needs 6 hours to complete a program and wants to take another class that is not an elective and does not count towards degree. TIV aid cannot be used to pay for these types of classes. Aid pays on 6 hours only.
- Example 2: If student has only 1 class (3 hours) left to take to complete a program. There is nothing you can do to make the student eligible for financial aid. They cannot pick up a class or two to reach the status to get aid at HT or more. Pell can be awarded at LTHT.

## Current Review – Veterans

- Currently the Scholarships & Financial Aid Office (SFAID) reviews all courses that are taken by Veterans and dependents of Veterans who receive federal benefits to ensure they are part of a degree plan. About 50% of the courses reviewed are not initially on the degree plan.
  - During the review SFAID will contact advisors and departments to determine if the course in question should be part of the degree plan.
  - If confirmation is obtained then the student would receive benefits for that course. However, if no confirmation is obtained the student is not eligible to receive the full benefits for the course.

## Concerns

- Students will receive less aid, reduction to their cost of attendance must be completed.
- Students could have aid taken away after it has been disbursed to them and would then owe the university a debt associated with the return. This could occur during a semester or after the completion of a semester.
- If 50% of courses need to be confirmed this has significant implications on advisors/departments and SFAID.