



## **UAC Executive Board Meeting**

**April 3, 2019**

**10-11:30AM**

**Rudder 401**

**Attending:** Allison Rivera (President), Analicia Leiva (Secretary), Betsy Hardi (Nursing), Aaron Klein (Study Abroad), Nora Cargo (Financial Aid), Morgan Jones (Academic Affairs), Brittany Hensley (Historian), Cami Rhome (Mays), Casey Schumacher (VP Programs), Gail Rowe (VP Communications), Christina Escamilla (Parliamentarian), Sara Thigpin (Science), Debbie Starnes (OGAPS), Kayla McGee (Treasurer), Rachel Wales (Architecture), Leslie Casarez (Student Affairs), Laura Olivarez (President-Elect), Jenny Folsom (Education), Connie Ealy (Academic Affairs), Michael Outland (SBS), Lauren Johnson (Agriculture), Andy Armstrong (Liberal Arts), Yesenia Zavala (Engineering), Vince Hernandez (Immediate Past President)

**Meeting Called to Order:** 10:06am

**I. Minutes Approval:** Brittany moved, Morgan seconded.

### **II. Officer and Committee Reports**

- **President-Allison Rivera**
  - i. AOC Deans Update: Change of major process under reviewed so if you are an advisor, try to tell your AOC dean your comments on the AOC dean minutes (see attached) since this will influence you.
  - ii. Awards: The recipients were selected and will be notified by the end of the week. Laura will take over to start with RSVP and notifications.
- **President Elect- Laura Olivarez**
  - i. Awards Committee: Dr. Scott will be in attendance. Just double checking reservations at this time.
  - ii. NSC: May 7th NSC meeting- graph schedule handed out to show day 1. Revamped day 1 to split students into smaller groups with a leader. Trying to build more community on day 1. Day 2 will have a small breakout group in 5:30pm to go over the academic mobile system. Registration will have a new look. New NSC bag policy changed to make sure important information isn't lost. RSVP for NSC meeting in last UAC Bulletin from Gail that will go over the schedule and the changes to everyone involved in NSC.
- **VP Programs- Casey Schumacher**
  - i. Advisor Briefing Day: Waiting until May to find volunteers and after new VP of Programs is elected.
  - ii. UAC Symposium: October 31st is the date for the symposium. Co-chairs are Paula and Rachel from POLS and ECON. Call later this week for committee volunteers.
  - iii. TEXAAN membership is low with Texas A&M members and if you are a member you can be on committee. Casey is the conference chair for 2019- South Padre Island.
- **VP Communications-Gail Rowe**



- i. Website and UAC-Bull: Membership list is updated. March minutes are added to the website as well. Invitation for Awards Breakfast was added to the events webpage. Working to add active links to help with registration of events.
  - ii. Graduate Advising Committee: Debbie S. indicated 7 more members joined. Learning all the different resources available for graduate advisors. Will send out information to just advisors and not faculty advisors since they have different resources/responsibilities. Conference coming up and the attendees will bring back information on what other universities are doing for graduate advising. Goals identified to increase training across the board, and communications. The survey will be sent out to get all the feedback to help provide to this committee and the support of graduate students.
- **Secretary- Analicia Leiva**
    - i. Membership Committee: Sent out an email in March with April and May events to attend. Will send out survey at the end of May for feedback.
    - ii. Membership: Continuously updating with new members.
  - **Treasurer- Kayla McGee**
    - i. Budget: Accounts merging into one account. No personal card available as we have to reserve and get the card from Tahara Hill from the Office of Student Success.
  - **Historian- Brittany Hensley**
    - i. Send photos from TEXAAN/NACADA Region 7 Conference. Send photos of your office, personal photos as well so we can include on UAC Awards slide show.
    - ii. Rachel on the awards breakfast presentation, looking to add awards, publications, etc to add to the presentation to recognize one another.
      - a. Rachel is also looking to add years of service for advising to this presentation. Contacted Kristin H.
  - **Parliamentarian- Christina Escamilla**
    - i. No new updates.
  - **Immediate Past President- Vince Hernandez**
    - i. Advising Technology Committee: working on a group of students in certain department to test this new system.
    - ii. UAC Board Elections: Monday Bulletin has the call for nominations. Will send out to current UAC members to vote on the board members.

### **III. Old Business**

### **IV. New Business**

- Office of Student Success: moving along to hire the new director staff. Two very strong candidates and hoping to hire and have them start in May. Proposing a website for all centralized advising information.
  - i. First Year Experience Committee: working on deliverables for the office and committee.
- Updating By Laws: The treasurer position needs to be updated to include the 2 year commitment.

### **V. Announcements**

- Academic Success Center: Certificates are getting close to not being able to be completed. Last day of coaching is last day of classes. Coaching appointments are open.



- Admissions: still working on freshman admission. The engineering academy is open. Looking to have only one application for graduate students as Engineering is using a different program.
- Financial Aid: New staff member- Miss Rev. Automated system that will take questions asked and direct searches to the item within their 5 sites. Using the feedback options to help make the system better. Notice: SFAID will not longer take memos for coursework to count to financial aid requirements.
- OGAPS: April has award ceremony tomorrow, and other events. All located on their website. Dissertation scholarships are open. AFS distinguished graduate ceremony coming up.
- OPSA: Professional school advising invites you to join us for the 2019 OPSA advisor breakfast on May 14th from 8:30-10:00 am in MSC 2406. Visit [tx.ag/OPSAbreakfast](http://tx.ag/OPSAbreakfast) to RSVP by 5pm on May 3rd.
- Registrar: working on the banner 9 system
- Student Business Services: Updating site and emails and all their communications.
- Study Abroad: fall faculty-led and exchange programs have all closed, but there are still transfer credit and internship programs accepting students through May (deadline will vary by partner).
- Transition Academic Programs: walk-ins April 4-8, TAP app closes April 18th, reopens May 15th
- Vince: Will sent out text box form to work on feedback for banner 9.
- Finals in May for Student Disability Services sign up.

**VI. Executive Board Meeting Adjourned:** 11:17am; Brittany H. moved, Morgan J. seconded.