



## **UAC Executive Board Meeting**

**September 5, 2018**

**10-11:30AM**

**Rudder 401**

**Attending:** Allison Rivera (President), Analicia Leiva (Secretary), Vince Hernandez (Immediate Past President), 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), Harper Lucas (Athletics), Laura Heard (Registrar), Kayla McGee (Treasurer), Rachel Wales (Architecture), Kristin Harper (Undergraduate Studies), Leslie Casarez (Student Affairs), Laura Olivarez (President-Elect), Lisa Stewart (Galveston), Meredith Simpson (Corps of Cadets), Michael Outland (SBS), Lauren Johnson (Agriculture), Roxanna Russell (Geosciences), Russ Graves (TAP), Julia Jakob (Liberal Arts), Jayson Naiser (Blinn), Kaitlin Hennessy (Veterinary), Yesenia Zavala (Engineering), Brie Garcia

**Meeting Called to Order:** 10:01 am

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

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

- **President-Allison Rivera**

- i. AOC Deans Update: Will send an update with the updates but refer to the AOC Dean Document attached to these minutes for the highlights.
- ii. Student Success Initiative: updates coming on October 1, 2018
- iii. October Meeting: The date was changed due to NACADA Annual Conference. It will be a general membership meeting so the bylaws can be voted upon
- iv. Academic Calendar: 2019-2020 draft attached. Board has until October 10 to provide updates, or feedback. It will be published October 15.
- v. Registrar Updates: Fall 2018 graduation deadlines and undergraduate catalog is open for updates.

- **President Elect- Laura Olivarez**

- i. NSC Committee: Meeting is next thursday
- ii. New Advisor Orientations: September 26th invite will go out today from Ann Pool
- iii. Awards Breakfast: Set to be held May 2, 2019 in MSC 2400

- **VP Programs- Casey Schumacher**

- i. Advisor Briefing Day: Does not want to send out the agenda items to prevent individuals from not attending based off of content. Reception held at the Stella Hotel after ABD concludes.
- ii. Symposium: Proposal deadline is Friday, September 7.
- iii. Monthly Program: Call will go out soon.
- iv. Outlook Calendar: Looking to make updates and send via Bulletin and on website.

- **VP Communications-Gail Rowe**

- i. Website: Working on making edits to the website by updating executive board list, membership list, ABD and Symposium.



- ii. Listserv: Sent out first email for weekly emails.
- **Secretary- Analicia Leiva**
  - i. Membership Committee: Sign ups at ABD and mentorship starting up in the fall
  - ii. Polos: Polos are for sale again and will be ready for pick up on October Meeting
- **Treasurer- Kayla McGee**
  - i. Budget: Went over budget and the changes that were made for approval. New items included such as printing cost since we cannot print in free areas that we have in the past. Line items from the other programs get the chance to roll over to different UAC events.
    - a. Brittney moved to approve budget; Casey seconded.
  - ii. Procard: Contact Kayla via email first. You will set up a time, and fill out the one page sheet to check out the card.
- **Historian- Brittany Hensley**
- **Parliamentarian- Christina Escamilla**
  - i. Updated the bylaws, and will send out update 2 weeks prior to october meeting
- **Immediate Past President- Vince Hernandez**
  - i. EIS Committee: Missed the meeting.
  - ii. Technology Committee: Meeting has not occurred yet.

### III. Old Business

### IV. New Business

- Registrar: Banner 9 moving to Howdy. Undergraduate degree plan approval display has taken a new look. Registrar thinking of changing compass reports and eprint. Everyone can send her feedback about using these items, or wait until october meeting.

### V. Announcements

- Academic Success Center
  - i. Appointments are now in SSC. Students can attend workshop as well.
- OGAPS
  - i. November 15 in Rudder Forum; 3 minutes to discuss their research in layman's terms. Tuition compensation and then sent to tennessee for a competition. Audience award also available.
- Registrar
  - i. Dismissal letter with below 2.0 and it's their first semester, students can be moved to TAP. Not official yet but in the works.
- Admissions
  - i. 1,000 admits for fall 2019; two thirds are women
- SBS
  - i. Second payment due date is September 13, with the 1st due date being August 24. Hard drop is on September 18. SBS is communicating via email, message on howdy, text, and phone calls. Eprint has a report of students in risk. Student need to withdraw if they need to withdrawl, and the hard drop deadline is not to be used as a free drop and refund service. There is a chance they aren't even dropped from courses.
- TAP



- i. Office displaced due to a/c repairs. No walk in hours this semester, all appointments only. They hired 2 new advisors to replace those who left. TEAM students and Academy students are breaking in Rellis campus. New processes in the fall for change of majors; first term freshmen who are in a major/major is not for me are being offered the fish form which allows students to fill out and help them get to GEST for spring 2019. The ones they won't accept will be those with too many hours, and those with their major choice is unrealistic.
- Blinn
  - i. 12 week courses start in September if students need to add, and 8 week starts in October. Application deadline is before classes start. Apply Texas is uploaded to them daily but the thing that takes the most time is transcript. Blinn cannot put students directly in ENGL 1302 (ENGL 104) but Laura H. mentioned that most programs will take ENGL 103 now.
  - ii. Lost graduate program: if students had about 15 hours, they can be awarded a associate degree.
- Secretary
  - i. Thank you for helping updating the membership list. Blinn did a great job in getting information to not just their campus but the brenham campus as well.
- Financial Aid
  - i. We reassess Course Program of Study (CPOS)- aka hours that count for Federal financial aid- nightly through the 12<sup>th</sup> class day. No need to contact our office if a student's courses that weren't counting are applied. Reminder, students can see this on the My Record tab in Howdy.
  - ii. Although students registered in cooperative education (co-op) and internship programs may be considered enrolled in a full-time status by the Office of the Registrar, this full-time status does not carry over to financial aid nor loan deferment eligibility. This status does carry for many University scholarships.
  - iii. Please remind students to check their Financial Aid portal in Howdy for any missing requirement/documents and/or to review and accept aid. Due to the present demand, our processing time for verification documents is taking several weeks. The sooner we receive the documents, the better.

**VI. Executive Board Meeting Adjourned:** 11:24am; Brittany moved, Christina seconded.