Tuesday, December 14, 2010
Gold room of the Memorial Union

Present: Roger Bertelsen, Deb DeWall, Char Hulsebus, Jill Kramer, Brenda Kutz, Stephanie Larson, Barbara Mack, Allison Reich, Susan Rhoades, Diane Rupp, Ali Soltanshahi, Pat Walsh, Chris Leiran Wise, Karen Zunkel

1. Minutes approved for November 16 meeting.
2. Adviser 1-4 Position Description project update – HR was to meet with College Deans regarding any changes in classification for advisers in their college. UAAC will ask for a timeline with completion date of Feb 1.
3. Student Success Summit is scheduled for Friday, March 25, which is also the last day for students to drop a full semester course. Advisers are encouraged to let students know and to plan ahead. An Access Plus web page will be created to collect proposals for the summit. Barbara will ask a student to create a poster using the information from the white paper on contributions of academic advising at ISU.
4. Curricular Practical Training (CPT) for international students – Ali provided a handout with information regarding CPT eligibility requirements and application process. Group meetings will be offered to students to explain the new policies. For additional information, see the following:
   - CPT PPP: http://www.isso.iastate.edu/events/CPT_presentation_fall2010.pptx
   - CPT Workshop registration (required for all students wanting to do CPT): http://www.isso.iastate.edu/events/events.php
   - CPT FAQ: http://www.isso.iastate.edu/forms/CPT.pdf
   - CPT Request Form:
5. Subcommittee reports:
   Adviser Survey – Barbara reported that the survey will be sent to advisers on January 24 and available for a 2 week period. Advisers will be sent e-mail reminders to complete the survey.
   Professional Development & New Adviser Training – Brenda reported an Advisers Exchange will be planned for February; the IowAAN annual conference will be in Ames on April 14; no advising summit will be planned for spring; fall advising summit will be planned for September with student resilience as the topic.
   Course Climate Survey – Melody will lead this subcommittee. She will meet with Allan Schmidt to determine how to pilot a student evaluation of advising using the Course Climate Survey.
   Awards and Achievement – the website has been updated and now displays photos of advising award recipients
6. A repeated request has been submitted to produce advisee photos in Access Plus similarly to how class list photos are currently available. Diane explained that IT has a to-do list but this project is not a priority. She will report at the next meeting on IT improvements in Access Plus relative to advising.
7. Soar in Four – Karen reported that now each college will enter Soar in Four data in ADIN and the forms will no longer need to be forwarded to the Provost’s Office. The form will be revised and sent out in the spring semester. With the RMM, the college will
be responsible for the tuition needed for any student’s extra semester at ISU. Less than 10% of students sign-up for Soar in Four.

8. Melody has raised an issue with math transfer courses that come to ISU as Math 100Z. She feels it is not clear to students that the course will not count towards their degree. Committee members clarified that those math courses are used to count towards the AA degree and ISU will honor the AA degree, but the 100Z course can’t be applied to degree programs at ISU.

9. Next meeting is scheduled for January 18, 2011, 8 AM, in the Gold Room, MU.