February 16, 2009

Attending: Tom Brumm, Phil Caffrey, Cindy Frederickson, Mary Jo Gonzales, Jim Holtz, Char Hulsebus, Jill Kramer, Brenda Kutz, Virginia McCallum, Deb Noll, Connie Ringlee, Diane Rupp, Pat Walsh, Denise Williams, Karen Zunkel.

1) Minutes of January 26, 2009 meeting were corrected, then approved.

2) Professional Development/New Adviser Training Subcommittee
   a) Advising Summits: Pat Walsh reported details for the Spring Advising Summit. The Spring Summit will be held Wednesday, April 22 from 3-5:00 pm in Rm 020/060 Hixson-Lied. The session will utilize the NACADA DVD “Success With Parent Education: Dialoging with New Students and Their Parents at the Collegiate Level” (purchased by Admissions/Liz Kurt). College reps – take back to College Advising Committees to advertise. Also send through Adviser listserv as a “Save the Date”.

   Brenda Kutz reported that the Fall Advising Summit group has met and may include advising units outside of ISU. This summit will feature “Making the Grade: What Advisors and Administrators Need to Know to Better Assist Students with Disabilities” (NACADA DVD purchased by DSO/Mary Jo Gonzales). Date of summit will be sometime in September 2009.

   b) Mentoring Program - Frederickson reported that the list of senior advisers submitted by Colleges and list of Outstanding ISU and College advisers from past several years were used to extend invitations to 55+ “mentors”. A meeting of interested mentors will be hosted on Feb. 27 from 12-1:00 pm in 2030 Morrill Hall. The Mentoring program is scheduled to begin Fall 2009.

   c) Academic Adviser info on ISU webpages – Char Hulsebus will be adding information spring semester on Professional Development and New Adviser Training. UAAC will review updates and provide suggestions when revisions are completed.

3) Advising Assessment Subcommittee - Brumm reported that this group will meet again soon and will have business to report by the end of spring semester. (A. Reich, C. Ringlee, M. Gonzales and Brumm).

4) Enforcement of Prerequisites for undergraduate courses – Brumm drafted a memo presenting the issues of non-enforcement of prereqs and a recommendation to consider adding prereq controls to AccessPlus as students register. After a lengthy discussion of difficulties with programming, numerous impacts of non-enforcement of prereqs, directions the memo should take and whom it should be sent to – a motion was provided by Ringlee and seconded by Noll to add UAAC support after adding the edits discussed and to send to: Dr. Holger and copied to Registration & Classification Committee, Faculty Senate Academic Affairs Council, ISU Registrar Kathy Jones, and GSB. This motion was approved unanimously. Such memo will recommend a meeting of appropriate groups to explore non-enforcement issues and to discuss possible solutions.

5) Curricular Practical Training (CPT)/Optional Practical Training (OPT) for international students – Virginia McCallum outlined the differences between CPT and OPT and the roles advisers play in the paper work for these programs. Both programs involve work authorization for F1 status international students. For CPT, the student must be registered for credit and have a “job” (paid or unpaid) offer in
hand. The adviser’s signature confirms they are working in a job related to curricular requirements.
For OPT, work is not required, nor related to the curriculum. The adviser’s signature confirms that the student is expected to graduate. The student will then be allowed to apply for an employment authorization document which allows them to work for up to 12 months. Virginia will send out information summary through Adviser Listserv.

6) **Announcements and Other Business**
* Phil Caffrey reported that ISU Admissions Reports will be available for spring semesters (now only for fall semesters). This will assist in course planning for spring semester classes.
* Char Hulsebus reported that the Registrar’s Office has been receiving calls from parents/students requesting “financial foregiveness” of tuition due to economic hardship. Foregiveness is not possible – suggest that advisers counsel students to stay in school if possible to at least delay the beginning of loan repayments.
* Brenda Kutz: a Friday Adviser Exchange will be held Feb. 17 with Jane Jacobson and Dayle Nickerson discussing the Academic Probation Policy and it’s effectiveness.

**NEXT Meeting:**  
**March 23, 2009**  
**8:30 to 10:00 a.m.**  
**411 Design Bldg (hosted by Design)**