September 15, 2008


1) Introduction of committee members.

2) Announcements

- UAAC meeting locations - colleges will each host. A rotation will be determined and announced next meeting.
- NACADA Webinars - first three have been purchased. Funding to be pursued through Provost Office, CELT, and topic-relevant partners.
- Sept. 18 - "Proactively Planning for a Career in Academic Advising" (114 Marston from 1-2:30 p.m.)
- Nov. 6 - "Significant Conversations: Art & Science of Communication In Transformational Advising"
- Nov. 20 - Creative Utilization of Technology in Academic Advising"

3) Subcommittee Reports

  A) Adviser Position Descriptions (Frederickson) - drafts of Adviser 1-4 positions in final stages as well as proposed Career Ladders within positions. A meeting will be held in October with Colleges for comments/suggestions before materials forwarded to administration.

  B) Adviser Assessment (Brumm) – have not met since last spring; work will begin again soon. Brumm reported that UAAC is working with Registrar's Office to obtain semester-by-semester list of advisers and student loads. Adviser and student load will then be analyzed along with NSSE data (Zunkel, Brumm, Jane Jacobson, Frederickson, Kevin Saunders) for a look at student satisfaction and advising load.

4) MAP-Works - Ginny Arthur introduced this new retention tool being piloted by the Dept of Residence. Target is ISU first-year students. This self-assessment survey uses student responses to examine how they are doing academically (red, yellow, green) and suggest resources which might assist. Residence staff will have access - notes can be added and shared. Participation is voluntary, with the survey available through September - incentives provided. Non-completers will receive other follow-up actions. MAP-works power point will be posted on the ISU Adviser website (Hulsebus) and announced in Adviser News (Gonzales). Surveys for other student populations (sophomores, transfers, etc.) in the works.

5) Other Business
• Gonzales reported that the Mental Health Summit held in May 2008 was well attended. Steve Moats is working on follow-up workshops which will focus on threat assessment and long-term mental health issues. Workshop dates coming out soon.
• Caffrey reported that photos for Adviser of the Year winners will be displayed in the Union in late October this year. Need names of recipients for Eng and Vet Med soon. Photos will also be placed on ISU webpage (Hulsebus).
• Noll announced an organizational meeting to develop a charter for an Iowa affiliate of NACADA. Meeting will be Sept. 18 in Iowa City - provide input to Noll – plan is to have this place by spring regional conference (Fargo), so a state meeting can be held.
• Hulsebus reported the academic advising section for the 2009-11 catalog needs to be reviewed for updates by Oct. 30. Brumm and Frederickson will review and bring to next UAAC meeting. Also updates for adviser website should be considered.

6) Projects and Issues for UAAC 2008-09

• Concerns were expressed regarding communication skills of new international students during the August scheduling process. It was suggested that advising appointments for international students should be earlier, so adequate time and services could be provided by advising staff. It was decided that UAAC has no direct role in this discussion (International Office and Orientation Committee), but progress to be reported back to UAAC at a later date.
• Adviser Development - Kutz reported that work began last year (Kutz and Kramer) and efforts should be continued on a possible handbook (with assistance from ELPS) and/or WebCT training units.
• work will continue on Adviser Assessment and Adviser Position Descriptions. The university-wide Advising Survey completed in Fall 2005 will also need to be readministered in Fall 2010.

NEXT Meeting: October 20, 2008

8:30 to 10:00 a.m.

302 Catt Hall (hosted by LAS)