

ALC Summary
May 19, 2016
ET 206

DRAFT

Present: Judy Baker, Carol Dostal, Abdullah Eroglu, Linda Hite, Beomjin Kim, Kim McDonald, Carlos Pomalaza-Ráez, Dawn Renner, Gary Steffen, Nashwan Younis

Absent: Mary Jane Casiano, Joe McKenna

Dawn distributed these handouts (Notes for Summer Advising, Proposed Advising & Registration Days). June 8th is the first NSO date in the afternoon and on June 9th it was proposed that ETCS open in the morning and afternoon. Students should be provided opportunities to access other courses such as Math, etc. which will fill up fast. Originally all the dates listed are afternoon sessions for ETCS. The August dates are not released yet. If it is possible, Dawn will ask to see if there can be a cap by department? If the answer is no per department, then she will ask if the college can have the capacity set at 35. Dawn will send out a list in advance so departments will know how many to expect. Dawn will ask the OAs to stay and possibly help with parents. Otherwise parents will be left up to the departments. They can be directed to the lobby or someplace else.

On the blue handout, take note to ask students if they are receiving a scholarship (especially 21st Century Scholars) to make sure they are taking the required number of credit hours. Carlos said the issue of 21st Century Scholars was brought up also in AOC. Those 21st Century Scholars are supposed to appear in MyBluePrint.

Think about creative ways to pull students into Pathways in our programs. These students are advised in the Mastodon Center but ideas are needed as to how to engage the students into our programs. For engineering, Nash said if they are taking Math 154, they could have a day for an open house to see the labs and talk with them about the programs.

Dawn said some of the tutors are returning but ME, EE, and technology tutors are needed.

The hiring process for an academic advisor has started. The ad posted today with a start date of July 1. Members of the committee are Kim, Dawn, Beomjin, and Suleiman.

Carol said she could put together a marketing scrolling power point presentation about our college. This could be used as a recruitment tool or a "parent" video. Carlos indicated that some of the colleges are already doing this. Kim said that that she and Dawn will work with Carol on this. Chairs are asked to provide any suggestions.

Karolyn sent out an email about bingo sheets. Please let her know about any sequencing changes or other changes; if no changes, please let Karolyn know that also. Carlos talked about academic dismissals. The Senate document said to go to departments, departments say go to the college dean. Carlos brought this up at AOC about not having an appeal process for academic dismissal. There is not a consistent process. After discussion, it was decided that each department have an appeal process for academic dismissal (and have it posted somewhere like the website).

Starting in the fall, Karolyn will be contacting departments about MyBluePrint training. The new academic advisor will also be helping. Carlos reminded everyone that those graduating in December have to be properly loaded into MyBluePrint. Also Dawn has asked for newsletter items to go out in July (such as competitions, awards, etc.).

Carlos sent out information from Carl about USAP to be alert to the deadlines (some are in August). This will be discussed in AOC and Carlos will try to keep you updated (while he serves). Carlos provided Excel files on student persistence to start the topic of developing metrics for program viability (these files were forwarded to you). These metrics will be refined and taken to the faculty to come up with metrics to be used in evaluations this fall.

Respectfully submitted,
Mary Jane Casiano, Secretary