

Advising Coordinating Committee
Thursday, Feb. 12, 2009
12:00 -1:15 pm - SCI TECH RM 163

Members present:

Excused: Kathy Bayn, Danene Dustin, Susan Haddock, Joslyn Heiniger, JanaLee Johnson, Marilyn Kruse, Vicky Larsen, Cathy Myers-Roche, Deborah Reece, Emily Sorensen, Eric Worthen

General Business: Stephanie Hamblin, University Advising

Please note there is a correction on the first SOAR date. The first SOAR will take place on April 7th to accommodate the change in registration. In addition, there will be no ACC Meeting in the month of March. However, the Advisor Brown Bag will take place as scheduled on March 26. The next ACC Mtg. is scheduled for April 2nd at 12:00 pm in this room.

1. Connections Literature Experience – Noelle Call, RYFE

Noelle introduced the 2009 “Literature Experience” reading selection to the group. “Barefoot Heart, Stories of a Migrant Child” by Elva Trevino Hart is this year’s selection and will be made available to all Connections instructors. Noelle has encouraged that instructors share the selection with others in your department. They are also available in the Bookstore for approximately \$12.00. In addition, Ms. Hart will be the guest speaker at the convocation of Connections on 8/22. She will arrive one day prior to work with the Multi-Cultural Center on various activities on campus and throughout the community.

2. Interdisciplinary Disability Awareness and Service Learning – Gordon Richins, Jeanie Peck, Center for Persons with Disabilities

Gordon and Jeanie introduced a new course available for upper division elective credits and graduate credit. Special ED 6500 is a didactic, service learning and researched based seminar course designed to work closely clients and families of clients identified with a disability. A stipend is also available to students and is based upon the number of hours the student is engaged in service learning. Students are encouraged to register for this course for two semesters. The seminar is scheduled for Fridays, 1:00 pm to 4:00 pm. For additional information please visit www.cpdusu.org and look under IDT in “Projects and Services” for the Interdisciplinary Disability and Awareness Course or call Connie at **797-1993**.

3. Financial Aid Appeal Form – Jacob Brazell, Financial Aid

Jacob distributed the 2008-2009 USU Total Hours Appeal Form, used for filing extensions/appeals for financial aid. Only credits from one previous major or prior institution may be excluded, up to a maximum of 60 credits. Advisors will need to communicate with students regarding which credits counted towards the previous major. Concern was raised regarding determining which credits counted towards that major. In addition, a suggestion was made that the title of the form be included at the top of each page. It was requested the advisors be notified of the outcome of individual appeals submitted on behalf of the student. The form is available at the financial aid website, www.usu.edu/finaid or contact Jacob in the Financial Aid office for further information at **797-0181**.

4. Honors Admission Process – Christie Fox, Honors

Application process for Honors has changed. Historically, students were offered an opportunity to participate in a “Taste of Honors” to see if the Honors Program was appropriate for the student. Honors received approximately 300 applications prior to fall semester. Due to budget concerns, the freshmen cohort has been decreased by 50%. The process for determining eligibility will focus more on the required essay and review of extra-curricular activities than GPA and test scores, alone. In addition, the application date for honors has been moved up and students are now able to submit applications now. Students have access to the honors application at the Registrars website as well as the admissions website. For further information, please contact the Honors Program at **797-2715**.

5. New FERPA Forms – John Mortensen, Registrar

The new FERPA forms will be approved and available for distribution. The Parent Declaration Form will allow parents of students listed as dependents access on an annual basis. A Privacy Hold Form is available to students who do not wish to have their information published. There is also a one time Release of Information Hold now available to students who would like to have limited information published such as Dean’s List on their transcripts.

6. Academic Assistance Fee – John Mortensen, Registrar

Within the next few weeks all students identified as General Studies will be transitioned to Undeclared or Undeclared, not in good standing. In addition, the fee (\$45) assessed for General Studies students has been eliminated, effective immediately. Students awarded an A-pin for their academic achievement will be highlighted on their transcripts. Students who have attended as far back 2003 will have this notation.

The registrar’s office is reviewing the current purge process. Usually, when a student has not paid their tuition and fees by a certain date, their classes are purged. If a student adds a class to their current schedule, and does not pay the tuition/fees for that class, typically all classes are purged. Technology now allows for only the last class added to be dropped if fees are not paid. In addition, four purges are being considered for fall semester. The first purge will take place 8/15 following the first payment deadline. Subsequently, a second purge will occur the Wednesday following the 8/15 purge. The third purge will take place the Friday of the first week of school and the final purge will occur the Friday of the second week of school. Students are encouraged to pay tuition or schedule a tuition payment plan prior to these purges. Course clusters will be made available to students who have registered for SOAR. Honors students will only be allowed to register for Honors courses. In addition, some classes with a required lab will be combined into one CRN on a trial basis for fall. “Touch Net” is a new payment system that the Registrar’s Office has unveiled for students. It will allow authorization for parents to pay tuition and fees as well as, notify students when a payment has been made. Additional information will be provided in subsequent meetings.

Sam from the Moab campus inquired about the University Calendar. This spring semester started earlier after the winter break and Sam posed the question of starting later for 2010 spring semester. According to John, Spring 2010 will begin 01/11. In addition, fall semester will start earlier this year, 8/23, but will start one week later for 2010.

The Brigham City campus advisors inquired about standardizing tuition/ fees between RCDE and main campus. It is not a topic that has been visited recently in lieu of current budget concerns, but offering a linear tuition table will be reviewed, eventually.

7. Advising Conference – Michelle Bogdan, University Advising

The University Advising Conference has been tentatively scheduled for Tuesday, 8/11/2009. Michelle requested comments and suggestions be forwarded. In addition, Michelle reminded the committee of the list serve available to advisors throughout main campus and RCDE. This is a valuable tool for sharing information, ideas and asking questions. The website is advisors@lists.usu.edu. Please utilize this valuable communication tool. Next week's Brown Bag discussion will center on advising Student Athletes. Brian Evans will host the discussion. The Brown Bag will take place on Thursday Feb. 19th in this room, (SCI TEC 163). Please, send any suggestions or interests regarding additional professional development opportunities to: michelle.bogdan@usu.edu. Please contact **797-3461** with any questions or concerns.

8. School of Business – Ruth Harrison, Huntsman School of Business

The Business Administration Department has dissolved with the transition to the Huntsman School of Business. Therefore, all course prefixes containing BA have been eliminated. For example, BA3460 "Personal Financial Management" is now, PFP3460. In addition, Economics courses will now be designated as either ECN or APEC with the addition of the Agricultural Economics emphasis. John Mortensen will distribute an Excel spreadsheet with the new course numberings. These course prefix changes are effective as of SP09. Please contact **797-2272** with any additional questions.