

MINUTES

1. **2007 New Professional Advisor of the Year – Dr. Steve Hanks**

Michelle Bogdan was announced as the 2007 New Professional Advisor of the Year. The finalists for this award were: Katrina Nye, Economics; Bonnie Ogden, Engineering; and Denise Taylor, Education.

2. **Career Services – Career Fair – Melissa Schaeffer**

Melissa Schaeffer announced the 19th Annual Career Fair. This annual event is touted as the biggest career fair in the state. Melissa provided posters and flyers for advisors to display and encouraged advisors to spread the word. All students are invited to attend regardless of class standing. Additional students are still needed as “student hosts” for participating employers. If you need additional information or have a student who interested in hosting an employer, please contact Career Services at 797-7777.

3. **Career Services/Testing Center – Maren Stromberg**

Maren apprised the group of what the testing center currently offers students. Besides the standard testing for admissions ie: ACT, GED, TOFEL and graduate school placement exams ie: GRE, MAT, MCAT, LSAT, e tc. , the center plans to implement exams that lead to certifications in specific fields. Mary is currently on a “fact finding mission” to identify needs and encouraged all advisors are encouraged to provide feedback regarding what exams they would like to see added. Exam availability currently varies among the regional campus. The ACT has recently been added to the Moab campus. The testing center expects a continued expansion of exam offerings for the regional campuses. Please email Maren at maren.stromberg@usu.edu or contact 797-2164 for further information.

4. **Undergraduate Research Designation (transcript) – Dr. Joyce Kinkead**

Students who have participated in undergraduate research may now have an official designation posted to their transcript. The qualifications for such designation include two semesters of undergraduate research within any area of campus, field, laboratory, archival or creative setting. The student must receive a faculty member endorsement and the their research must be disseminated. Avenues for dissemination of work include but are not limited to: presenting at the State Capital or the National Conference for Undergraduate Research or a faculty endorsed exhibition. In addition, students who participate in undergraduate research are eligible for awards. This year 11 students have applied for “Researcher of the Year”. Regional campuses are included in this program. In addition to this notation on their transcript, students will be recognized by Dr. Albrecht at graduation. Currently, 26% of USU seniors are engaged in independent research. This percentage is higher than our peer institutions. The link for the application form can be found at:

<http://research.usu.edu/undergrad/htm/awards-recognition/transcript-designation>.

5. Financial Aid Appeal for Total Hours – Jacob Brazell

Currently, undergraduate students are no longer eligible to receive financial aid once they have accrued 165 credits. A warning letter is mailed to the student when they reach 145 credits. 50 to 60 students were suspended from financial aid due to maximum credits. Credits that may be disallowed include A/P-CLEP credits from high school; transfer credits that will not count towards a major or credits from one previously declared major at USU. Jacob presented the Financial Aid Appeal for Total Hours forms and provided direction on how to complete them. There are two parts. The student will complete one form and their advisor completes the other form. The student must re-certify his or her “credits” status each year. This form is available at the Financial Aid website.

6. SMART Grant – Jacob Brazell and Cedra Jensen

This grant is an additional funding source for students who are pursuing majors in the hard sciences. This government grant provides up to \$4000 to students who maintain a gpa of 3.0 in their respective majors. In order to qualify for this grant, the student’s advisor must certify the student is following the requirements of the major. The SMART Advisor Certification form is available at the Financial Aid website. Jacob will forward a list of eligible majors. Please contact Jacob at 797-0181 for information or questions.

7. Literature Selection for Connections 2008 – Noelle Call

This year’s committee reviewed 100 books for the 2008 literature selection. “A Long Way Gone” by Ismael Beah has been selected. The author will also visit the USU campus and speak the fall convocation. All advisors are encouraged to read this book. Four copies of this book are available at the office of Retention/First Year Experience.

8. General Education Changes (Summer 2008) – John Mortensen

The fall clusters are available on line. 70 to 80 students have already registered. USU policy states that no more than 12% of a particular college’s course can be offered during any given time. The registrar is working with colleges to move courses to both earlier and later times in the day. Therefore, the Fall 2008 schedule will not reflect all available courses. Students should be encouraged to check course offerings on line.

Beginning Summer 2008, students will be required to fulfill an Exploration Requirement. A student may choose an additional class from of the following General Education Categories: QL, BAI, BCA, BHU, BLS, BPS, or BSS. This additional class is required only for students attending USU for the first time Summer Semester 2008 or thereafter.

Degree Works will be up and going Spring 2009. Ross Petersen is in the process of contacting a group of students who were close to graduation but left. The purpose of this contact is to find out why and to encourage these students to return and complete their degrees. The registrar is reviewing coding for general studies students on Banner. With the general studies associate

degree being offered and potentially, a bachelors in the future, the current coding is problematic due to its association to students who have been placed on academic warning/probation.

John mentioned construction is underway at the Registrar's Office in preparation for RCDE's arrival.

9. Advisor Workshop Series Makeover – Stephanie Hamblin

A quick reminder to attend the Advisor Brown Bag on 02/20/2008 at 12:00 pm. This lively discussion will take place in the Senate Chambers (TSC 336). Everyone is encouraged to attend and bring a pal. The article to be discussed will be derived from the NACADA Journal Volume 27, Number 2 Fall 2007, "Adding Insight to Intrusive Advising and Its Effectiveness with Students on Probation", Brain A. Vander Schee, Aurora University.

10. PSY 1730 – Seats Available – Stephanie Hamblin

For students who need additional help with study skills, PSY1730 is about to start a new session for SP08 (03/04). This two credit course is designed to promote effective study strategies and includes a lab. Debi Jensen from the ARC has reported there are still seats available. Please contact Debi for further information at 797-1128.

11. Webinar: From Combat to Classes: Service Veterans with Disabilities in Higher Education – Stephanie Hamblin

Given the current state of affairs, expect to see an increase in the number of veterans returning home and attending institutions of higher learning. The webinar is designed to give advisors effective strategies for supporting this student population. This webinar will take place on Monday the 27th at 10:30 am.

12. Nominations for Advisor of the Year – Stephanie Hamblin

Nominations are still being accepted for 2007 Advisor of the Year. Stephanie has received over 200 nominations so far. Advisors may also submit a nomination. Please contact Stephanie for further information at 797-3373.

13. New Passwords – Eric Worthen

Eric is the chair for the IT User Committee and shared with the group upcoming password changes. To enhance IT security, new guidelines for passwords will be implemented. Each user will be given a temporary password on 03/09. This password will be good for one month. Users will be required to create a new "stronger" password by 04/10/2008 when these changes will take effect. If you have questions, please contact Eric Worthen at 797-7091.

