

# Academic Council Meeting

6/22/15 3:00PM STUDENT CENTER ROOM 229

## Attendees

---

- Dr. Jeffery Knighton
- Dr. Richard Baskin
- Prof. Teresa Betkowski
- Prof. Peter Higgins
- Dr. Anne Purvis
- Dr. Mike Mahan
- Dr. Tom Aiello
- Dr. Mustapha Durojaiye
- Dr. Barry Kicklighter
- Dr. Nolan McMurray
- Dr. Ed Whitelock
- Dr. Steve Raynie
- Dr. Erica Johnson
- Prof. Tonya Moore
- Dr. Sonya Gaither
- Dr. Jeffery Rogers
- Ms. Brenda Blackstock
- Ms. Laura Shadrick

## Interviewing Candidates

---

- Please schedule interviews ASAP.
- Skype or phone interviews are sufficient for the top three candidates, but the top candidate should be brought to campus.
- To bring a candidate to campus, first complete the Recommendation to Interview/Hire form for Full Time Faculty, which is available on the Academic Affairs webpage under "Forms"
  - We are in the process of revising the forms, but please use the old forms until further notice.

## NSO experience

---

- Dr. Knighton began this conversation by announcing how pleased he was with the June 16 NSO and thanking everyone for their participation.
- He then opened the discussion for experiences and ideas about the previous NSO and upcoming dates.
  - Dr. Baskin will combine an official response from Academic Affairs and provide it to Mr. Ferguson and the Admissions team.

## Guided Pathways

- June 23 Numbers
  - 25-30 students for NURS
  - 12-18 students for EDUC
  - 8-10 students for BUSI
    - We've suspended the PSYC pathway due to low interest at this time.
- The main issue is the lack of seats for non-pathway students.
  - Professor Betkowski encouraged Departments to contact completed applicants and encourage them to commit to an NSO.
    - She recommended using July 16 as a goal to have Guided Pathways students registered

## Suggestions and Issues from the June 23 NSO

- A few students showed up with uncompleted test scores or transcripts.
  - We have to send them to Admissions to handle those issues before we can assist them.
- We want to make Table signs more directive and specific (less Academic) to help direct students to the areas of their majors.

- The group briefly discussed the possibility of including more information in the mailing materials distributed after the students RSVP for an NSO, including instructions for which table to visit that day.
  - We need to determine if the discontinued programs are still included in the materials distributed, and if so, work with Mr. Ferguson to revise materials.

## When should student contact be handed off to the Academic Departments?

- Everyone agreed that, once finally accepted, Academic Departments should be the main point of contact for students, instead of Admissions.
- There is a Banner Web report that provides a list of students accepted, their GPA, and a link to their Academic Summary.
  - Professors Higgins will work to provide each Department Head and Dean with the link to this report.

## High Hour Transfers

- The group discussed how to handle high hour transfer students, who won't have schedules.
  - We need to let Ben know that they will not have schedules made ahead of time.
- Deans and department heads will be given the surveys for these students.
  - Department Heads will create those schedules *prior to* the NSO.

## Volumes of Schedule Changes

- 63 students signed in at the SSC for schedule changes, and roughly 20 were turned away.
  - This equals roughly 1/3 of the schedules created for that NSO.
- The group discussed various possibilities for ways to reduce the volume of students visiting the SSC for schedule changes.
  - We will request that NSO group leaders not release their groups early.
  - We could keep the door locked until 2:20
  - We could use the Student Center Auditorium as a staging center and to provide announcements while the students wait (such as talk to Academic contacts or that they can come back or call another day).
  - We could use the Foundation Room for special groups, such as nursing, honors, etc.
- Professor Higgins will talk to Computer Services about ensuring Banner INB availability in the SSC to assist with overrides.
- After some discussion, everyone decided to separate the groups by majors for this next NSO.
  - We will place tables in Alumni Memorial Hall to try to thin the line for schedule changes before that time arises.
  - Laura Shadrick will create a paper that includes the room to visit, a small map and the majors served in that room to give to the students approved to make changes.
  - We need at least 15 advisors (5 for each group) for the schedule change sessions
- Dr. Knighton and Prof. Higgins will meet to plan out logistics of next NSO advising session

## Best Booth

- The prize for the best booth at our June 16 NSO goes to Adult Learners! Congrats!
  - One prize will be up for grabs at every NSO to recognize the best set up.

## Best NSO

- Many people noted that this was the best NSO they've experienced since being at GSC.

The meeting adjourned at 4:03pm.

*Minutes submitted by Laura Shadrick*