

Agenda
Associate/Assistant Deans Meeting
9 February – 2:00-3:15p
John Spotts Room, MSC

Call to order: 2:00 pm

Introductions

Updates

1. Bursar Due Dilligence

- Reports have not gone out yet.
- Colleges who want the reports need to contact Bob Collier.
- Students are being worked with to get their tuition payment.
- Around February 20, the lists will go out.

Discussion

2. Orientation- Beth Wolfe

- There will still be two advising sessions, but all colleges will advise during those sessions.
- The sessions are 10:00-12:00 and 1:00-3:00
- By giving more time overall and splitting students into smaller groups, advisors should be able to advise without running late.

3. First-time Freshmen Financial Aid- Kathy Bialk

- The award letters have been updated to better match the communication plan of the university.
- Currently we are in the third week of sending letters.
- 2,057 have been sent so far.
- The week of January 26 was the first batch of letters.
- There are still about 600 students who haven't completed their FAFSA letters.

4. BANNER/BERT Queries- Andrew Gooding and Elizabeth Hanrahan

- Get a cheat sheet for SAP codes.
- Would others like to be able to search for students who aren't their own advisees? Brian Morgan can give that access.
- Get access to SGASTDN.
- Elizabeth Hanrahan is currently working with Financial Aid and Human Resources to remove SSNs from PARs.
- The masking was turned on to test it. Unless your specific use requires a SSN, you will not be able to see it.

5. Career Exploration Experience- Denise Hogsett

- There is a timeline.
- 8 out of 10 employers signed up, and 12 are waiting.
- Roll out of the application process will begin February 20.
- The application deadline is March 3.
- The students will meet in a workshop prior to starting their shadowing.
- After their job shadowing is complete, they will be required to bring a reflection piece.
- There are a wide range of employer types.

- The shadowing will be 3/24, 3/31, 4/7, and 4/14
- What can career exploration do for freshmen and sophomores?
 - Career Exploration Experience
 - Freshmen have the option of First Year Discovery which will help students find their best fit major.

6. Advising Website- Adam Russell

- Be thinking about the purpose of the website.
- How should we advertise it to students?
- Think about additions or other information that needs to be on the website.

7. Open Discussion

- Cheryl Brown- COLA has put many 2nd 8 weeks courses on the books. Several classes are still open. For fall, 2nd 8 weeks classes will be capped lower and then extended after the second week of the semester.
- Homer Preece- A new company is opening in Point Pleasant. MOVC is working on a program with the company, Global Green.
- Cheryl Brown- A “back to good standing” list would be helpful at the end of the summer.
- Sonja Cantrell- An online graduation application is in a test phase.
- Elizabeth Hanrahan- For the MU Alumni Association board, many colleges don’t have members representing them.

Adjournment