MAAN Steering Committee, 7/29/16

1. Update on Alice
2. Orientation Check-in
   a. Registrar help at Reg site ending. Advisors can call Stephanie Zehr directly or use live chat to process change of major requests. Biggest impact will be Music students who need immediate program changes, students with holds, changes that need to be made before registrar closes for day.
   b. Advise students to change major through admissions prior to orientation
3. By-law Review
   a. Updating Names of College and Schools (no vote required)
      i. NCC to SIS
      ii. SPGIA to Schar
   b. Additional CAART rep (clarified bylaws, no vote required)
   c. Discuss Changing Roles/Titles
      i. Membership Manager
         1. Removed web update responsibilities from role
         2. Need to be more specific/intentional about follow up with membership information
      ii. Titles and Responsibilities of co-chairs
      iii. Term Limits?
         1. One year recommended for committee chairs except MAC and AMP. June turnover recommended.
         2. Promote vacancies via newsletter, coffee connects,
      iv. Newsletter Coordinator/Ad hoc Committee/ or new “communication Committee”
         1. Mary O’Neil is new membership coordinator
         2. Sara Kinkaid is interested in managing newsletter
         3. Lynn Wildman will be added as website admin
4. NVCC/GMU Symposium
5. Advisor Safety
6. Budget Update & Requests for FY 18+: Wayne let us know that there is one year of commitment left from all colleges. The sub-committee chairs should let him know about their financial needs for the next year.
7. External Committee updates: Most external committees are not meeting on a regular basis.
   a. APAC meeting was only for 15 min on study abroad
   b. UGC will not include any policy discussions
8. Internal sub-committees:
   a. AMP – new cohort all set to begin with 8 new pairs
   b. Gras – maybe a set graduate committee is not needed.
   c. LOL – trying to set up another session with the Ombudsman but with a different type of conversation
   d. MAC – Working on curriculum updates and Fall schedule will be out soon.
   e. RAW – Thinking of a new name. Considering change of focus from registration to advisor.
   f. Social Justice – There is a meeting set with Rick in the LGBTQ office.
9. Announcements:
   a. Brydin’s position will be filled by NOVA
b. There are 2 auditors positions in Registrar’s office

c. Multiple forms have been posted online

d. So far the NACADA webinars have not been very useful

e. Volunteers are needed for MASON assessment summit planning committee to be held on Sept 12.

f. Conversation continued on Advisor safety. Maybe organize an LOL with campus police on best practices and how to best handle student incidents.