AGENDA
MAAN Steering Committee, January 25, 2019
Student Union 1508
10:00am-12:00pm

In attendance: Erika Marquina (GLOA), Jason King (CAART), Michelle Gnoleba (CEHD), Amira Al-Khulaidy (SCHAR), Erin McSherry (CHSS), Lori Yi (FAVS), Rick Gray, Leslie Durham (SCAR), Smirti Kansal (VSE), Vanessa Correa, Assad Khan (COS) Lauren Wagner (CVPA), Sara Montiel (INTS), Liz Bartles (CAART), Kristin Tyburczy (CRIM), Joan Elwood (CAART)

1. Activity…

2. Steering Meeting Scribe list for the year- Michelle Gnoleba
   a. Circulated a sign-up sheet for the year

3. Treasurer report and budget requests- Lori Yi
   a. ~$1500 needs to be spent by May. Options for spending--Dev. Committee (webinars, etc.), RAW needs MAAN tablecloth for SciTech and possibly 3 or 4 lawn signs also for SciTech ($30-40 each) T-shirts for RAW week at SciTech, and may need additional supplies (bookmarks, etc.). Sara will research prices for tablecloths, which could run over $600 depending on size, and bring an estimate on # of shirts that may be needed. ProfDev committee--will we fund NACADA memberships? Should start now if so. Estimate: RAW and ProfDev needs could total $1400ish, depending on how much $ we have to spend. Tabled discussion about funding regional conferences. Prof Dev committee will work on conference proposal prep, etc.

4. Social Committee “Welcome New Advisors” initiative- Erika Marquina
   a. Social Comm had idea to welcome new advisors with a card, candy, etc. Could also give MAAN shirt, etc. Committee would establish a contact person to notify when new staff is added. Decided to include new staff up to 1 year. Ideas for cards: Could purchase Mason cards from bookstore, take MAAN photo and make cards, etc. Committee will consider and report back.

5. Academic Advising Symposium: UPDATE and CHANGES!- Leslie Durham
a. Put on Hold until Spring 2020

b. NACADA Regional Conference in Fall 2019, at Mason.
   i. NACADA Regional will be at Mason in September, so symposium will need to be pushed back to Spring 2020. Leslie will Chair the NACADA Mason conference, and will need a committee to support the effort. Dewberry and other spaces are reserved, just waiting for funding to be confirmed. 300-400 people expected. Form circulated for interest in joining the NACADA Drive-In Conference committee. Drive-In held at Mason in 2014, so some staff may have resources and info for supporting the conference planning.

6. Orientation Summer Update and Initial feedback- **Rick Gray**
   - Seeking feedback and input for orientation programming
   - Piloted changes last summer for transfer orientation, and received positive feedback (focus on advising/reg). Opportunities for social/activity connections will continue in Fall term instead of just being limited to Orientation. Will continue truncated schedule in summer.
   - This winter issues: lack of Registrar presence, and issues with changing major at Orientation-Target X will be in place at Summer orientation, which should enable student to make those changes in person (though not officially in Banner) and more info will exist in one system. Discussion about what to do about majors that have entrance requirements? (VSE, etc.)
   - To table discussion, Leslie will invite an Admissions staff to address some of the questions/issues
   - Freshman Orientation changes received positively, few changes this summer. Reg site will still be broken up by colleges
   - Tabled conversation about pre-orientation advising

7. Foreign Language requirement & recent Degree Works changes- **Kristin Tyburczy**
   - After the 2018 foreign language requirement changed, programs are seeing issues in DegreeWorks. Registration for any FL course shows in DW as blue double-squiggle indicating “Nearly Complete” when that isn’t the case. SPAN250 also not in 2018 catalog so it is not satisfying language requirement. May require sub-waivers to fix. CHSS direct to send anything to DegAudit in Registrar for correction. Impacts 2018 catalog year students only for now.
8. Government shut down issues affecting our students- **Kristin Tyburczy**

- 2 significant situations: Gov workers can’t pay for classes, and students with gov internships aren’t working, but this is required for graduation. Any other units having this issues/conversations?
  - No announcement from Mason
  - How will this impact work/study?
  - UL waived Orientation fees, will do something with Gowns for Grads
  - LOL with Financial Aid in Feb may be helpful
  - Ann L. has assigned Incompletes, deadline extensions, etc.

9. Academic Unit/Department Informational Share- **Everyone**

- **Lori (CVPA)**-- ~30K in cameras and equipment stolen :( 
- **Jason (CAART)**-- Hermione left in December, Health Professions Advisor hired and starting in a few weeks. AAOY will be in late March (22nd?)
- **Erin (CHSS)**--Robert Matz is now at Korea, will have interim Dean. Interviewing for Director of Student Outreach.
- **Mary (CEHD)**--3 new majors--BSEDs in Elementary Education, Early Childhood for Diverse Learners, and Special Education
- **Smiriti (VSE)**--working on accreditation, Bioengineering being overhauled with new minor.
- **Liz (CAART)**--keep an eye on DegAudits. Some issues with Math courses (MTH 154 was coming in as MATH ---) crediteval@gmu.edu. ENG 125 being phased out, ENG 125 taken at other VCCS schools will not satisfy Mason Core if taken after articulation agreements change. Will add 3 credits to ADVANCE pathway.
- **Sara (INTS)**--INTS 490 could be used as internship for other majors. INTS 399 could be used for a study abroad credit as well if no Mason equivalent exists.
- **Kristin (CRIM)**--new minor director for Intelligence Analysis. Will make changes to curriculum, add new faculty, steps towards major in Intel.
- **Erika (GLOA)**--dept. Hired new Undergrad Coordinator 
- **Amina (SCHAR)**--new minor with CDS in Government Analytics
- **Lauren (CVPA)**—new minor in Design Thinking. Will hire new Assoc. Dean and Lisa K. will be shifting responsibilities

- **Michelle (RHT)**—GSE may change names to School of Education, RHT splitting into Health/Human Service and Tourism, and Sport, Recreation, and Tourism.

- **Leslie (SCAR)**—Lisa Shaw has left Mason, so some restructuring and still TBD. Hyperbole (slam poetry) is March 2, Foreign Service Day is April 7th.

10. **External Committee Involvement and Information Sharing**

   a. AAC, APAC, GAGAA, RAC, Orientation Stakeholders

   - ACC

   - APAC—1. 4th Attempt Process → success plan from unit that houses course must be in place. If program won’t meet with student, send to Assad. Students can’t register for course, will get booted. 2. Selective Withdraw → some dates changing in F19. Selective Withdraw will move to week 6th-11th (2 week extension). 3. Proposal to make Incomplete to equal a C for Undergrad and B for Grad for GPA factoring. 4. Waitlist will now be retained until end of add period starting in summer, and 48 hours (not 72) to respond.

   - GAGAA

   - RAC

   - Orientation

11. **Internal Subcommittee Updates**

   a. GRAS, AMP, LOL, MAC, RAW, Social, Web Team, Professional Dev.

   - March 18-22 (RAW)

   - LOL—session on 26th with Ivory

   - AMP relaunch event will be end of January

12. Things that didn’t get put on the agenda, but need to be said.

   - Change of Major form changed--added Concentrations
Sign Up For NACADA Conference Planning Committee

Lori Yi → lyi3@gmu.edu
Jason King → jkingj@gmu.edu
Erin McSherry → emcsherr@gmu.edu
Mary Slone-O’Neill → mslone@gmu.edu
Smriti Kansal → skansal@gmu.edu
Kristin Tyburczy → ktyburcz@gmu.edu
Joan Elwood → jelwood@gmu.edu
Assad Khan → akhanfi@gmu.edu (logistics and esp. day off)
Erika Marquina → emarquin@gmu.edu
Amira Al-Khulaidy → aalkhula@gmu.edu
Lauren Wagner → lwagner4@gmu.edu