MAAN Steering Committee Minutes, August 31, 2018
Submitted by Ann Ludwick

Budget
- We had a budget discussion to plan better for this fiscal year. Lori Yi reported our spending from last year:
  - Budget last year was $2965
  - Spent 19% on photocopying (about half for VCCS symposium; other half MAC)
  - Spent 39% on office supplies
  - Minimal expenditures for mail and Bookstore
  - There is a $48 recurring expense for a plaque award
  - We did not spend all of our budget last year
  - This year’s budget starts at $2000
- Suggestions for spending this year’s budget included:
  - Professional development – more webinars
  - Advisor exposure/connections: a welcome week event with all advisors, partner with Career Services to host an event for academic and career advising
  - Heather will develop a budget spending philosophical statement to share at next meeting

External Non-Voting Members (Sara Montiel)
- With Isaac’s departure from OFPS, we had a discussion about whether the representative is open to an “office” position or “person” position. It was emphasized that such a representative should not be individual based. Heather will invite Rick Gray to attend as an external member. She will also touch base with the Registrar’s office since a Registrar rep has not been active in some time.

New State-Level Student Privacy Law
- Registrar’s office sent a university-wide email regarding Changes to FERPA on August 29, 2018. Heather passed out the University Life summary statement about this updated law. All are encouraged to attend the open discussions, dates are included in the August 29th email, hosted by Registrar’s office.

Kotter Workshop & The Student Experience Redesign
- Several of today’s committee members were involved in this day-long activity held on August 15, 2018. It was a change management active workshop scoping out issues relating to a proposed first year care network/freshman center/student support and advising center to be located in the Johnson Center. Those who attended shared their perspectives. We hope that the advising community stays involved as this center continues to be developed.

External Committee Involvement and Information Sharing (The Assad Report)
- AAC: has not met yet – 3rd Friday of each month
• APAC: Agenda items for discussion include:
  o Deadline for course audit
  o Academic program change form to include an option for concentration deletion or change
  o Semester accounting for 2nd suspension students and timing for re-enrollment or re-application
    ▪ Currently the two suspension semesters are included in Registrar’s count for total semesters inactive when making re-apply decision
    ▪ Engaging with Registrar to review their process for how they count the university-imposed inactive semesters to avoid the re-apply decision and support student’s return using re-enroll process
• RAC: has not met yet – meets next Wednesday
• Orientation Stakeholders: has not met yet – meets next Tuesday

Internal Subcommittee Updates
• LOL: Kareema Smith is the new chair; schedule will be published in next newsletter
• MAC: schedule will be published in next newsletter; about 15 participants have enrolled in each section so far
• RAW: will convene soon; dates are published in this year’s Student Planners
• Web Team: if you have any updates, please send them to Jason King

Other Announcements
• We welcomed Marty Abruzzo, the new student services coordinator with SIS
• Honors has a new COS advisor who will start on August 31st; search for new CHSS and Schar advisor is in progress