

MAAN Steering Committee Minutes February 22, 2019

Admissions Q&A (Terri Vanderberg and Andrew Bunting)

- Freshman application process
 - Common App – one pathway for applying to Mason; includes core and supplemental questions; most frequently used method for applying
 - Target X – second pathway for applying to Mason; internal application (Salesforce)
 - Once application is submitted, information feeds into Banner and application checklist is created (next day) in Target X
 - Application requirements:
 - Online app and fee
 - HS transcript – updated transcripts can be requested by admissions committee if needed
 - SAT/ACT scores – SAT out of 1600, ACT out of 36; for score optional applicants must have minimum 3.5 high school GPA. VSE requires SAT/ACT scores.
 - Two letters of recommendation (supplemental)
 - Activity sheet (supplemental)
 - Resume (supplemental)
 - Application deadlines: November 1 (early action; guarantees non-binding decision by December 15) and January 15 (decision guaranteed by April 1)
 - Enrollment deposit: \$250
 - Housing deposit (if applicable): \$350
 - Students are accepted into their chosen major or into Exploratory (Provost undeclared), School of Business undeclared, VSE undeclared
 - The major list within the application is alphabetical
 - With the exception of the School of Integrative Studies majors, currently applicants cannot pick a major concentration on the application
 - Starting next year, applicants to the School of Business (FR and TR) will select the BS in Business with a concentration (Acct, Mgmt, etc.)
- Transfer application process
 - Target X application (no Common App); applicant information is fed into Banner
 - Application requirements:
 - List every college ever attended (regardless of when attended or number of credits earned)
 - International applicants must provide transcript and evaluation, with translation if needed
 - Application deadlines: March 1 for fall admission, October 1 for spring admission
 - Considered “priority” deadlines with guaranteed application processing
 - Applications continue to be accepted beyond this deadline but are considered “late” and cannot be guaranteed review
 - Guaranteed Admission Agreement (GAA) is a legal contract with VCCS; all details of Mason’s GAA are on the admissions website. GAA offers students admission, junior standing, and Mason Core waiver (with exception of ENGH 302 and synthesis/capstone). The core waiver will not be posted until the student’s final transcript is received.

- Regular transfer (non GAA) application process is a holistic review; students must have 30 transferrable credits, completed English composition, and a transferable math course; GPA requirement: 2.85.
 - If students do not meet this GPA requirement, admissions committee looks for progression of academic success, employment, explanation of previous low grades. Applicants may meet with admissions to explain further.
- ADVANCE – declaration process not application; students obtain non-degree status once requirements of declaration fulfilled; must have fewer than 30 credits completed at point of declaration.
- Admission into selective majors
 - VSE: students who have not fulfilled specific science and math requirements are assigned VSE Undeclared status
 - CVPA: programs require portfolio and audition; apps are not reviewed until these are complete; TR students denied admission if they fail portfolio/audition; exception: GAA admits but must choose other major outside CVPA
 - Nursing: all admitted in pre-Nursing status
 - BIS: admissions works with BIS program on review of applications/credit
 - BAS: requires associate of applied science degree; applicants work with Krystal Dains; students cannot register until their AAS transcript is received
- Transfer Admissions questions
 - Who can we refer students to with questions?
 - Office of Transfer Services (OTS) – ground floor of SUB I
 - NVCC students: make appointment with Terri V. when she's on campus
 - Weekly transfer information sessions offered by admissions (Tuesdays, 11:30am)
 - How often does admissions check for new transcripts in order to post Mason Core waivers?
 - Transcripts must be in by certain date or a hold is placed on registration
 - Admissions team is continually looking for transcripts but students should still submit the Transfer Credit Inquiry form if needed
- Freshman Admissions questions
 - Average GPA of admitted students: ranges from 3.4-3.8
 - Quota for Northern Virginia admits: constantly reviewing admits by location but no quota
 - Waitlist process: applicant decisions are either admit, deny, or waitlist; students must confirm if they want to be waitlisted – if yes, status changes to WC, waitlist confirmed. Pending space, applications are reviewed again (entire list, not ranked). Applicants should provide more information for the committee (additional letter of recommendation, statement, etc.). Waitlist decisions are released by June 1 (at latest).
 - Domicile decisions: adhere to SCHEV regulations; not a Mason decision

Treasurer Report (Lori Yi)

- MAAN has approximately \$2000 left in the budget
- Expenditures must be made by May
 - Professional development committee intends to fund NACADA scholarships
 - RAW expects to purchase additional signs and new bookmarks

Social Media and MAAN

- Discussion around whether MAAN should take on a larger social media presence
- Benefits to creating MAAN Instagram account
 - Increases visibility and builds community
 - Connect to other Mason accounts, amplify/share others' posts
 - Continue to promote advising campus-wide
- To be viable, need commitment, organizer, goals/plans per semester
- Lauren Wagner and Assad Khan volunteered to lead this effort

Advisor of Year 2019

- One week left until nomination deadline (March 1), please continue to promote
- Signs and kiosking happening in the JC to spread the word
- Over 100+ nominations so far

MAAN Listserv Rules Update

- Revisited discussion on reinforcing the intent of the listserv and setting rules for appropriate/not appropriate posts
- Created guidelines for the listserv that highlights what can/should be shared; will be sent to the entire listserv quarterly as a reminder
- Consensus on excluding posts of personal advertising, data collection requests from doctoral students, and limiting reminders of events/programs to maximum 2

Academic Unit/Department Information Share

- Business
 - Starting with Fall 2019 catalog, degree becomes BS in Business with concentrations. ISOM splitting into two separate concentrations.
 - Three new advisors will join Business on Monday, bringing total to 10.
- CEHD
 - Changes coming soon, stay tuned
- CHSS
 - School of Integrative Studies deadline for summer internship course upcoming; students are encouraged to apply to Prof. Al Fuentes' summer study abroad to the Philippines (Human Trafficking and Community Engagement in the Philippines)
- SCHAR
 - Applications will soon be accepted for the Summer 2019 Capital Semester Program; details online
- CAART
 - Pre-Health advisor starts on Monday and Terri B. is super excited
 - Changes coming to CAART for next fall; little confirmed details as of now but an announcement is anticipated in mid-March, before the AAOY luncheon
 - Some staffing impact expected involving advising/coaching model, meta-majors will be part of the conversation as well
- VSE
 - Bioengineering will have new curriculum starting in the fall; six concentrations (up from 3); less flexible degree with more prerequisites
- SCAR

- Starting with Fall 2019 catalog, any major can apply for a bachelor's/accelerated masters in CONF; courses at Arlington campus
- Foreign Service Day takes place in April (flyer distributed); all majors are welcome; event details in Handshake

External Committee Information Sharing

- AAC: ENGH 302 pre-requisite enforcement, English department working with students on the course repeat waiver
- APAC: Temporary Registrar in place. Last day to self-withdraw is Feb. 25th. No extension because of snow. March 21. Admissions spotlight event
- Orientation Stakeholders: Advising session slight moving to start at 1:30pm after financial aid session instead of after lunch. Math placement will take place day 0 and day 1 again this summer

Internal Subcommittee Updates

- Professional development committee: looked over survey and #1 webinar requested was coaching and also You are not so smart academic advising. Question if we wanted to buy cd on webinars instead of purchasing the webinar to view within 30 days so that we create a resource library. NACADA journals available electronically at Fenwick.
- AMP: social event this week- they had dinner and painting
- RAW: nothing to report
- MAC: Erika Marquina joins Lori as co-chair
- Social committee: event Topgolf Ashburn on March 17- 1-4. Email to come