

Academic Affairs  
June 24, 2020

**Summary**

**Leader: Assoc Provost Guidry**

1.	EAB Navigate relaunch presentation	Linda Marchlewski Frank Arbogast
	<p>EAB presentation; We will be relaunching Navigate, the advisor/student success portal, this fall; Navigate supports our strategic planning and evaluation regarding meeting student success objectives; Linda is the main point-of-contact; impacting retention and graduation; making 2 solid asks—<b>(1) adjust service categories; (2) standardize the way advisors record advising appointment activities</b>; Navigate designed to perform data analytics and decision-making; service categories: not just “academic advising,” but more descriptive now so as to better capture what advisors do with advisees: degree/graduation planning, major change, schedule change, registration planning, career exploration, academic concern, general questions, program specific (this allows you to add services by college); recording advising appointment activities: appointment summary reports (this will pre-populate based on student selects when making the appointment) AND notes (any administrative aspects); Appt Summary Report can be customized, too; Navigate—<b>advanced search</b> (infinite grouping of filters) to identify a group and take action (communication campaigns); if have an idea for a filter, talk with Trina Menefee and/or Jessica Boone; can save advanced search to ease generating reports that will be repeated over time; can export results in spreadsheets; enables the ability to develop pro-active campaigns; can search and can compare groups; offers dashboards; the work of the reimagining UG advising committee was suspended because of COVID-19, but still moving ahead on relaunching Navigate, creating experiential major maps for all UG degree programs, and doing a Momentum Year campaign (all initiatives that originated in that committee); presentation slides will be made available; Linda is available to unit/college presentations &amp; trainings; also reach out to Trina/Jessica</p>	
2.	Summer 2021 applications and deadlines	Pauline Sampson
	<p>Beginning July 1 graduate admission notices will reflect Summer; ApplyTX program deadlines—do we want to maintain those; this might open up interest/access; removing the deadlines allows more flexibility; deadlines will be removed</p>	
3.	Recruitment of our own SFA Seniors to Graduate School	Pauline Sampson
	<p>Based on UTSA’s program for high-performing seniors for early admission to graduate school; advocating for moving forward; colleges will determine the GPA; proof of degree must be provided during the first semester of graduate school; if they don’t complete the degree in that “first semester” then they will not go forward; Rachele Garrett will get back to the group related to financial aid; this is an early invitation to apply and to be admitted and granted the ability to enroll before the</p>	

	actual undergraduate degree is conferred; there are some logistic procedures that are troubling, but we will be working that out; Rachele will contact her UTSA financial aid colleague; Rachele will follow-up and report back to AA council; Karyn asked about outside applicant who has not altered test scores for graduate admission; graduate assistantships are not considered federal financial aid; vetting by the academic unit will more than likely have greater knowledge of those high-performing students; Forestry has hired the student as a student work until degree conferred, then award graduate assistantship; will be revisited at the next AAC	
4.	Communication process converting 16 - 8 week this fall	John Calahan Mark Sanders Sabrina Delaney
	Deadline for changing 16-wk courses to 8-wk courses will be July 17; this will also be the deadline to change Instructional Mode for notifying Registrar's Office; there is the need for time for the Registrar to make the changes; now have 256 8-week courses/sections (April had 60 8-week courses/sections); this movement will create issues for students, so advisor will need to reach out to students about the course changes; faculty need to use the course email in SSB to keep enrolled students informed about the change; John showed the suggested 8-wk course meeting patterns; for an 8-wk term, need to meet a minimum of 300 minutes per week (for meet 1 day/wk, the class must meet for 5 hrs); will add another week to Spring 2021 to account for total meeting time; Summer 2021 will be 12 weeks long with overlapping 8-wk terms and the other parts of term, instead of 16 wks (as previously proposed) in order to make room to add a week to Spring terms and create more breathing room between Summer and Fall terms; all 3 credit hour courses MUST meet 2250 minutes, not including the time for finals; need to have these meeting times adopted before the July regents meeting; the proposed time schedule will need to be distributed to deans, assoc deans, unit heads for feedback, by July 1; this will create some difficulty for prerequisites—those prerequisite courses may need to run as 4 wk courses during the summer	
5.	Advising students of course offerings/modalities	Marc Guidry Hans Williams
	How students know what courses are being offered as 8-wk courses for fall 2020? In mySFA, students will go into the schedule and click on first part of term or the second part of term; courses that have been converted, show up that way right now; How students to know the modality of the course? Right now, students cannot see instructional mode, but proposed to turn on July 1; can see Campus Code if online or Main Campus, but not the Instructional Code is hidden right now; will unhide the Instructional Code immediately	
6.	Any Other Business	
	The ad hoc calendar committee has reworked the spring 2021 schedule because it was short a week; the new dates will be distributed soon; have had several offices who have been working extended time without	

	<p><b>Jason Reese</b>—long-term team on innovation committee; focus on a new model for higher education; these decisions will impact fall 2021; about 14 person team will lead the discussion across campus; see President Gordon’s email announcement on the Innovation Team; will begin meeting in July/August with the discussion expanding to colleges once the fall 2020 opens for program-driving discussion; rep from each college alongside the deans who will co-chair college discussions; will begin in about 2 wks; will any “functional” areas be represented? YES; will not operate in a silo, will bring in appropriate folks/offices;</p> <p><b>Megan Weatherly</b>—standing in for Erma; last night released the flexible way of learning/modalities on social media; will be discussed with Check With Peck; feedback was mixed, about evenly split</p> <p><b>John Calahan</b>—concerned about meeting times and patterns, many that are currently in the schedule because they do NOT reflect the yet-to-be-released approved meeting times; when the schedule is changed to the approved meeting time, the classrooms assigned will be problematic; this must be adjusted very quickly!! Registrar has held off moving students from 16 wk to 8 wk because of the meeting time irregularities at this time; need to get the revised calendar and meeting patterns all confirmed by July 1, then can begin the clean-up of the schedule issues</p>	
7.	Wednesday, July 8 at 9:30 a.m.—next AAC meeting	