

AARFF Meeting Notes

9/21/2018

Attended:	JoAnn Hertz	Cody Fitch	Excused:	Chris Vaage
	James Martin	Jody Finnegan		Todd Johnson
	Corey Zink	Debbie Green		Shawn Bascom
	Kelly Moor	Ann Howell		Phillip Pleasant
	Ali Crane	Kris Clarkson		Weston Whitworth
	Tracy Collum	Joann Trimmer		Alan Frantz

Items Discussed:

Department Updates

Phillip Pleasant – Athletics

Interim Athletic Director – Pauline Thiros

New Athletic Advisor – Laureen Orozco, X2575, orozlaur@isu.edu

Implementing processes designed to work with 'At Risk' students via their At Risk Assessment.

Nicole Joseph – Admissions

We are beginning our second year of Apply Idaho on October 1, 2018. Nicole stated that this year the process should be smoother due to some changes made in the application. One major change is that once students complete the application, there will no longer be a supplemental application – they just need to send their transcripts and test scores to ISU. Admissions has tested the application process and will be providing feedback on an issue of creating duplicate applications, which will hopefully be addressed prior to the go live date.

Nicole also discussed the use of YouVisit, a virtual tour service that provides students a virtual tour of campus and would be accessible after admission in their admission packet.

Admissions will also be using FullMeasure, a texting service which provides help with text messaging, open rates, responses, and how to best reach target populations. It will match up to the existing CRM and be able to track outreach attempts. Salesforce marketing software, creator of their existing CRM product will be able to keep track of and record all communications to potential students whether in print, text, phone, or email.

Nicole also stated that Recruitment season is in full swing, Admission Advisors are out and traveling. Two upcoming recruiting events are soon approaching; Spirit Saturday for Homecoming is September 29, 2018 where projected High School seniors can participate in ISU Homecoming events and Experience ISU on October 26, 2018, where prospective students can visit departments and experience campus.

Apply Idaho Questions:

Should transfer students use the Apply Idaho application or should they apply through the ISU website? Anyone can use the Apply Idaho application or the ISU application on our website.

Where do you find the Apply Idaho application? On the SBOE website.

Corey Zink – College of Technology

Corey informed the group that Phil Jones is a new Academic Advisor in COT and that Tiffany Mitchell is now his Assistant Director.

Corey discussed the transition to the Eames Complex where half of the COT programs will move to the complex, the other half will remain in the Roy F Christensen Building and they are looking at a 6-12 month timeframe.

Corey discussed a new program he will be implementing - mandatory advising for those students who have failed a program course. Corey stated that due to the cohort model, it is difficult to make up failed program courses. The proactivity of mandatory advising will hopefully address student issues and aid in program graduation in a reasonable timeframe.

Joann Trimmer – Office of the Registrar

Joann stated that the Banner 9 upgrade will have a new login page and it works best in Chrome.

Todd Johnson – Veteran Student Services Center

Todd shared that the class who graduated in spring 2018 was the largest ever. Due to this, current enrollment is lower than last fall. The TRiO Veterans program, headed by Amy Christensen, is primed to assist with increasing enrollment of veteran students. There are representatives in Idaho Falls, and while hosted at ISU the grant is not only for ISU (veterans can enroll at any state institution) and application fees will be waived – please contact Sharra Nelson, Todd Johnson, or Kerry Larson for more information. Todd and Ali Crane will discuss options in the Meridian area later.

Ali asked about Bengal Bound students - where they should find and how to use the waiver code for the application fee. Nicole will review and let the group know more information. Bengal Bound students are those who are attending an Idaho community college (CSI, CEI, NIC, and CWI) and plan to transfer to ISU and finish their Bachelor's degree. Treasure Valley College is not currently set up as a Bengal Bound community college. Ali would like Bengal Bound students to be able to self-identify and seamlessly transfer into ISU, while enhancing the way these students are advised. Nicole stated that the biggest hurdle is not being able to identify who the students are. Michelle Munoz has been working with CEI on their 2 + 2 plans in Idaho Falls. Dana Gaudet in Meridian would be an ideal candidate to work with the CWI to ISU students. A meeting will be set up for Michelle, Dana, Ali, Chris Vaage, Ann Howell, and Nicole to brainstorm ideas around Bengal Bound.

Cody Fitch – Academic Affairs Financial Analyst

Cody shared with the group that Finance would sweep central salary savings. This allows the financing of underfunded expenses in the colleges and non-centrally funded costs associated with some university programs, for example, College of Business operating costs and travel

stipends to faculty. For those departments who would like to request to utilize their own salary savings, they must complete the request prior to October.

Cody also discussed that upper administration has requested that while AV holds are down, a review of the most recently placed 'past due' holds will be completed to assist student enrollment and avoid collection processes. Some departments have offered to pay past due accounts to return students with specific circumstances to school, a type of one-time scholarship. While this depends on specific college funding available, contact Financial Aid and Scholarship to see if there are possibilities for other students. Cody stated there may be a few students we can help, given the right circumstances.

James Martin and Jody Finnegan stated that students who have not been academically successful are not returning to ISU as they have done in the past and that Financial Aid appeals are way down.

JoAnn Hertz - Central Academic Advising (CAA)

JoAnn informed the group about the transition in the university advising structure. The objective is to assign a faculty (or departmental professional advisor) to all students upon entry into the university as well as a support advisor.

First Year Transition (FYT) is the support advisor for freshmen.

Central Academic Advising (CAA) is the support advisor for sophomore, junior and senior students, those who are undecided, pre-social work majors, transfer students, and those on probation.

College of Technology (COT) advisors support all College of Technology students.

As the support advisor to sophomores, CAA has established a 'Make Tracks' communication plan which encompasses all sophomore students. Stay on Track (those with a 2.0 or higher GPA) designed to provide information and activities to enhance their college experience. Choose your Track (those who are undecided or have not officially declared a major) designed to provide information on how to research majors, careers, and declare their major to stay on track for graduation. Get Back on Track (those students with below a 2.00 GPA) to provide enhanced advising support to reach good academic standing and graduate from ISU. CAA has also enlisted in Constant Contact to track open, read, and click rates.

Kris Clarkson – Student Affairs

Kris informed the group of the new Student Support and Outreach contact, Vanessa Hansen. Vanessa replaces Sheryl Yee, who is now a client care manager in Counseling and Testing.

Weston Whitworth – Finance and Administration

Weston deferred to Cody concerning the Native American Student fee reduction reporting. Cody stated that while there are 78 students currently enrolled at ISU, the fee reduction is still considered temporary until the State Board officially approves it as permanent. Cody will request from Selena Grace a report detailing Native American Student enrollment and share

with JoAnn Hertz. Cody confirmed that the fee reduction would remain in place through spring 2019.

Ali Crane – Meridian Enrollment and Student Services

Ali informed the group about the Health Science recruiting event to be held on October 23. The event last year was very successful - approximately 500 attendees - the event this year is expected to have high attendance, as well.

Kelly Moor – First Year Transition (FYT)

Kelly informed the group that current enrollment in ACAD's reached over 600 students. She and her team will be working with students toward a mid-term self-assessment and establishing a Declare Your Major Moment, where they will explore their major departments. Kelly also informed the group there will be late 8 week offerings of ACAD 1101 available for students who may require basic fundamental academic skills. There will also be an ACAD 1103 late 8 week course offering. Kelly stated that Mufid Abudiab, one of the Academic Coaches, encourages any student struggling with a math course up to MATH 1108 to enroll in ACAD 1103.

Todd Johnson stated the veteran students who receive tuition assistance are granted assistance for required courses only. Veterans who need the ACAD courses should add these electives after enrolling in at least 12 credits of required coursework.

Ann Howell – Idaho Falls University Programs

Ann stated that Michelle Munoz is doing an awesome job with CEI and the 2+2's and they have officially signed off on eight of them. She also stated that the relationship between ISU and CEI has been very well received and continues to strengthen. Ann stated that Lyle Castle has six new faculty for his Polytechnic Initiative.

Tracy Collum – Graduate School

Tracy stated that the Graduate School Directors had a meeting to discuss 'Incomplete' grades and the correct use of the process.

She also stated that the Grad School will be implementing a new portal (called Axiom) into Banner. Bea Valencia, in graduate admissions, will be working on this going live and processing deferrals.

Deb Green asked about the changes to residency for graduate students who have earned a Bachelor's degree from an Idaho accredited institution. There was discussion concerning the changes set forth by the State Education Committee during the last legislature meeting regarding this topic and the impacts to graduate programs, including ICOM. A request for more information will be sent to Laura McKenzie to address this topic at the next AARFF meeting.

Shawn Bascom – International Programs

Shawn provided current enrollment information of International students this fall – just under 500 international students are enrolled, mostly Nepalese, about 109 from Kuwait, 67 from Saudi Arabia, and about 30 from Nigeria. Recruiting efforts will be focused primarily in China and India for the next academic year.

Shawn also discussed the necessity of international students on F1 Visas to take in-person classes and avoid online courses. Online coursework can affect their immigration status. All international students should be full-time status (min. of 12 credits undergraduate; min. of 9 credits graduate) with a maximum of 3 credits allowed to be taken online. Shawn wanted to know if there was a comprehensive list of online majors at ISU to assist his staff in International Students from those majors. Jody suggested using the eISU webpage located at isu.edu/eisu. Shawn also discussed possible changes that may be implemented by the Saudi Arabian Cultural Mission in the near future concerning students paying their own first year tuition or setting up a deposit for their first year, more to come on the decision.

Kendra Cranor and Amber Greening are working together on the Study Abroad program; Shawn will send a list of study abroad information to JoAnn Hertz.

Debbie Green– Scholarships

Debbie informed the group that President Satterlee has approved an outside agency to review and analyze scholarship distribution and enrollment – providing information on which scholarship offers would increase enrollment. Debbie also discussed one-time emergency scholarships that are available through Student Affairs. Kris Clarkson stated that the link for this is located on the Student Affairs webpage.

Deb emphasized that all student should be using BOSS -- transfer students, new freshmen, etc. Typically, in January, February, and March the BOSS system is loaded with available scholarships. Additionally, BOSS will generate scholarship information based off the student's major listed in BengalWeb.

James Martin – Financial Aid

James stated that the Financial Aid workshop in Idaho Falls was well attended, the attendance at the Pocatello workshop was acceptable. The Financial Aid office will begin processing applications for the next aid year beginning in October – this includes scheduling High School visits and FAFSA completion workshops.

James stated that existing forms of communication with students is a continual struggle and he would like to send print information through US postal service or possibly try texting, as students are not reading their emails. This led to a discussion around a campus-wide texting system. Cody stated she would look into possibilities and report to the group at the next AARFF meeting.

Alan Frantz –

Alan addressed inconsistencies and applicability of the Academic Renewal Policy. Concerns centered on GPA calculations, which students the policy refers to, and inconsistency of policy verbiage. All agreed this would be an Academic Standards item to address.

JoAnn Hertz – Central Academic Advising

JoAnn discussed the Majors and Minors Fair to be held on October 11, from 11 – 2 pm in the SUB Ballroom. She also announced that the Career Center and Pre-Health Sciences are hold additional fairs that week and have combined efforts to establish ‘Career Week’ beginning October 8 with events offered to help prepare students for the fairs. Career Center will be holding a STEM Career Fair on October 10 from 9am – 1pm and the Health Professions Fair will be October 12 from 11 am – 2pm, all located in the SUB Ballroom.

The AARFF group agreed to meet every 6 weeks.

Agenda items not discussed due to time constraints:

Early Registration – Kelly Moor and JoAnn Hertz

Gen Ed Conference for Early College – JoAnn Hertz

Major and Advisor Update Project – JoAnn Hertz

Follow up items for next meeting:

ISU Email campaign – JoAnn Hertz

Residency – Laura McKenzie

University wide texting option – Cody Fitch

Meeting Adjourned 10:37 am