

**CALS Academic Affairs Committee  
Minutes of the October 3, 2011 Meeting**

Present:

Melody Carroll, Chair, ABE; Ryan Anderson, AgEd; Nancy M Boury, Micro; John Burnett, NREM; Mickie Deaton, Ag Student Services; Ebby Luvaga, Ag Bus; Russ Mullen, Agron; Barb Osborn, Hort; Tom Polito, Ag Student Services; Dave Ross, Ag Student Services; Robert Thornburg, BBMB; Curt Youngs, Animal Science

Chair called meeting to order at 10:03 am.

Minutes were approved with the following corrections. RAN numbers can be looked up on computer now. RAN cards will be discontinued in six months. Students will still have to see their adviser first to get their RAN number.

Melody asked the committee for recommendations of student to be sent to Dean Acker who will appoint the student to the Academic Affairs Committee. The committee recommended that the student be selected from the Ag Council.

Dave Ross presented options on how DARS will display transfer credits if the transfer student takes more than 65 credits. The committee recommended the following with the following note added below the line 6: "Note only 65 cr from a 2-year institution may apply toward graduation."

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NO      -----TOTAL APPLIED CREDITS -----  
    Appl'd 114.50 credits  
IN-P...    11.00 credits  
--> Needs    2.50 credits  
          TWO YEAR TRANSFER CREDITS APPLIED  
          65.00 credits added  
  
          ISU/FOUR YEAR COLLEGE CREDITS APPLIED  
          49.50 credits added  
IN-P...    11.00 credits  
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Dr. Polito raised the issue of how to notify potential transfer students of transfer audit evaluation by the departmental advisor. This is done on the yellow degree audits for new potential transfer students and is a recruiting tool to let students know how their courses will transfer to ISU. One problem is that advisors can make changes to yellow degree audit but changes and substitutions won't appear on the real degree audit should they come to ISU because completed courses may come in as different numbers. We decided to follow the existing format and to encourage departments to fill out the yellow degree audit for a potential student and to identify courses that can be used to substitute for degree requirements. Doing this allows the potential student to see that more courses are being used to meet the 4-year, ISU degree requirements.

University Academic Advising update: Melody updated the committee on the new university-wide advisor evaluation by students. Results will be distributed to the university, college, department, adviser and adviser's supervisor. The survey will be beta tested this fall and will be run formally this spring. The committee identified low student participation as a potential problem and encouraged ways that would promote student participation.

CALS Multicultural Liaison Officer Aurelio Curbelo will be invited to speak at the Nov. 7<sup>th</sup> meeting.

Meeting adjourned at 9:50 a.m.