**ACN Meeting Minutes**
**December 20, 2011**

Members present: J. Aigner, J. Altmann, K. Barnes, S. Byrne Irwin, L. Carter, K. Coffaro, A. Corner, C. Daly, A. Datey, L. Fuller, K. George, J. Hack, B. Hinshaw, W. Johnson, S. Kaempfer, M. Knasinski, A. Kowaliczko, Q. LaGrant, T. Latona, T. Long, L. Molina, C. Morris, D. Northrup, S. Perkins, K. Roosevelt, A. Sadowsky, W. Scherer, M. Schmid, B. Simon, J. Spiess, L. Stark, J. Stein, D. Stewart, K. Swetzig, D. Unertl, D. Wallace, B. Williams, C. Wolf, A. Wrench

*WACADA 2013 Conference Discussion – Jenny Hack & Kristin Roosevelt/Christine Wolf*
- Some of the business advisors were contacted about possibly hosting the 2013 WACADA conference at UWM; an idea that was sent on to ACN and now need to see if there are other advisors on campus that would be willing to help with the conference planning
- The conference would be mid September of 2013
- Kristin Roosevelt and Christine Wolf would be heads of the planning committee
  o There would be subcommittees for planning (entertainment, food, proposals, etc.)
  o Anyone interested should e-mail them or Jenny Hack (and there was also a sign-up sheet at the meeting)
- Planning would begin after the September 2012 WACADA conference

*Academic Staff Orientation Committee Survey*
- Shannon Byrne Irwin, Jenny Hack and Warren Scherer are all on the Academic Staff Orientation planning committee and were looking for ideas on: what we could improve on for new staff, what were things you liked when you started as a new staff member… We discussed these questions in small groups: **If you have any feedback you can e-mail Shannon, Jenny, or Warren with ideas:**
  o As a new academic staff member, what staff development activities are you looking for on campus? Or As a not-so-new academic staff member, what staff development activities would you like to have seen?
  o What types of staff development activities interest you most?
  o What topics would interest you for future staff development on campus?

*Campus Community Reports*
- Financial Aid
  o After grades are posted for the Fall 2011 semester students will be evaluated using the new SAP policy (Financial Aid presented on the policy at the October meeting).
  o The first review using this policy is like a clean slate for students because they will first go to warning status and there should not be a need for academic plans unless they go over the 180 credit rule
- Center for International Education (CIE)
  o Introduced new staff member in the office: AJ Corner
- Orientation Leadership Team
  o Looked into having orientation in the union but after getting price quotes it was more expensive so it will still be in Zelazo this year
  o January 5th – New Freshmen Orientation – in Library 4th Floor Conference Room, very small so adjustments may be made to schedule
- First Year Center – Colin Daly

- o Still in the process of hiring orientation leaders and mentors; contact Colin if you need more flyers
- Panther Academic Support Services – Mary Knasinski
  - o PASS does have Winter Tutoring – starts Jan 3rd 11:30 AM-2:30 PM (Mary will send out the hours to the ACN list)
  - o Walk-in and online tutoring (for History and Philosophy there are tutors on call)
  - o Should have gotten e-mail about Online Student Services group (discussing common evening hours) and the Technology committee regarding website development, using BlackBoard Collaborate…
  - o Had 34 review sessions for Fall 2011 finals (some online, some blended)
- Department of Recruitment and Outreach
  - o New representative: Tawney Latona

*Announcements*
- Joel Spiess – new advisor in the College of Health Sciences
- If you are interested in the co-chair of ACN position, want to encourage others to apply, or just want more information about the co-chair position contact Warren or Jenny. Elections will be in April

*Daniel M. Soref Learning Commons Overview & Resource Tour – Molly Mathias*
- Learning Commons
  - o Opened in Fall 2009 (first floor west wing of the library)
  - o Engaging space (you will hear students talking and meeting in groups unlike the quietness of a library)
  - o High touch area – lots of study space and furniture can be moved around to fit students study needs
  - o Access to technology (computer in the space and Wi-Fi)
  - o Support and Assistance available
    - Grind Coffee Shop for refreshments
    - Library research staff help
    - UITS 24/5 Technology support
  - o Campus Connections Space
    - For other partners to come in and meet with students in the Learning Commons
    - Examples: FYC, PASS, WRC, LGBT, CDC, CVSL, COAST
- Students in Learning Commons
  - o Students have a "sense of place" here but it also has an academic vibe (students see other students studying so there is that sense of peer pressure that they should also be studying too)
  - o Environment in the LC is impactful
    - Technology rich
    - Other students studying and working in groups (inclusion)
    - Students can work alone or with others
    - Always available as a resource
    - Communication with other students (use of questions on whiteboards around LC)
      - Questions posted like: What are your academic goals? What kind of jobs are you applying for? And students can write up responses on the whiteboards

- Campus Connections Best Practices (for other partners/offices utilizing the space)
    - Have appointments with students (rather than just having someone there from a certain time each week)
    - Promotion/awareness of events in the lobby – using candy or giveaways
    - Hold regular hours
    - Use of LCD monitor in the foyer in the LC (you also get other advertising privileges in the space)