

Council on Academic Advising(CAA)
Agenda and Minutes
10/01/2007
10-11:30 pm, 350 Bascom Hall

Note Taker:	Julie Stubbs
In Attendance:	Connie Chapman, Kathy Christoph, Beth Dawson, Julie Elliot, Jeff Hamm, Jeff Hird, Christina Klawitter, Liane Kosaki, Molly McGlone, Mary Mercier, Michele Mickelson, Jo Meier, Sharon Nellis, Martin Rouse, Jane Schimmel, Melanie Schneider, Greg Smith, Julie Stubbs, Doug Tiedt, Tim Walsh, Stacey Walz

AGENDA ITEM	WHO
1. Welcome and Introductions	All
2. Approval of May Minutes	
3. Additions to the Agenda	
4. Announcements	
5. MACAA Report	Jane Schimmel
6. TAWG Report	Mary Schey, Liane Kosaki
7. 2006-07 CAA Final Report	Julie Stubbs

DECISIONS AND NOTES

- Council members will take turns taking notes during meetings and typing up minutes. Agreed to limit minutes to decisions and actions items.
- Nursing/DoIT developing a "scheduler," so students can sign-up for advising appts. online; appt appears on advisor's WiscCal. Council members interested in exploring possible use of this tool in their own units.
- TAWG will report to CAA in spring and recommend either continuation or suspension of group based on accomplishments to date.
- Jane Schimmel requested \$300 from CAA to help fund MACAA half-day retreat in December. Theme this year is safety.
- Suggestions for future meetings: Presentation on WiscChat, campus safety plan.

ACTION ITEMS	Person Responsible	Deadline/Task
Set up schedule for note-taking	Christina Klawitter	Done
Talk with DoIT about exploratory meeting to discuss parameters of online scheduler for advising appts project, and determine if other schools/colleges/units are interested in participating.	Sharon Nellis, Kathy Christoph	Report back to CAA in Nov/Dec
MACAA request for funds	Jane Schimmel	Vote on request in November
NEXT MEETING: November 5, 2007 10-11:30 am, 350 Bascom		