Members Present: Rachelle Althaus, Brian Cawley, Dana Hebreard, Andrea Prins, Amy Wilstermann, Julie Yonker (chair)

Members Absent: Tom Steenwyk

Guest: Melisa Hubka

1. Prayer – J. Yonker

2. Old Business
   • Student Survey – on Academic Advising
     o Completed revisions
     o Revised version will be posted as a Google.doc for additional review/revision as needed
   • Advising Surveys - Input from Melisa Hubka
     o Currently cleaning up advisor/advisee data – removing advisors that students have had for less than 90 days (trying to prevent students from being prompted to complete several surveys)
     o Need to be sure that survey has an “unable to evaluate this person” option
     o Should temporary advisors be assessed at this time? Committee response – yes, this will allow us to track whether or not students are meeting with temporary advisors

3. New Business
   • Academic Advisor Survey
     o Began to revise survey questions
     o Draft will be posted as a Google.doc for additional review/revision

Submitted by Amy Wilstermann