

Academic Advising Council

Standing Rules:

The Academic Advising Council furnishes support and information to those units on campus that provide academic advising for undergraduate students and makes policy and procedure recommendations to the Faculty Senate for consideration.

The Council shall be composed of a Head Advisor or designated representative from each academic college and one or more representatives from each service unit involved in advising undergraduate students, and a student representative. Each of the academic colleges and the service units represented shall have one vote on the council. A change in the Standing Rules is required to add or delete a voting member.

The Chair and Secretary shall be chosen by the Council in a manner to be determined by that body.

The immediate past chair of AAC shall participate on the Faculty Recognition and Awards Committee in selecting the recipient of the Dar Reese Excellence in Advising and the OSU Academic Advising Award and shall be a liaison member of the Curriculum Council. In the event that the individual cannot fulfill his or her duties, the AAC chair will appoint a replacement.

AAC MEMBERSHIP (voting members, limited to one (1) vote/unit):

Head Advisors: Includes each of the academic colleges that advise undergraduate students, as well as University Honors College, University Exploratory Studies Program, **the Division of Undergraduate Studies** and the OSU-Cascades Campus:

- College of Agricultural Sciences
- College of Business
- College of Earth, Ocean & Atmospheric Sciences
- College of Education
- College of Engineering
- College of Forestry
- College of Liberal Arts
- College of Pharmacy
- College of Public Health and Human Sciences
- College of Science
- Division of Undergraduate Studies**
- OSU-Cascades Campus
- University Honors College
- University Exploratory Studies Program

One vote representing each of the following service units involved in advising (or providing support for advising). One or more representatives may attend.

- ~~Academic Success and Engagement~~
- ~~Academic Programs, Assessment and Accreditation~~
- Diversity & Cultural Engagement**
- Enrollment Management
- ~~Intercultural Student Services~~
- International Programs
- Office of the Dean of Student Life

Non-voting members: The non-voting membership of the AAC consists of units whose work supports academic advising, but whose mission, goals, or responsibilities largely lie outside of academic advising. Non-voting members are listed in the AAC Guidelines, and a vote of the Council to change the Guidelines is required for a unit to become a non-voting member.

(Rev. 06/07; 06/09; 04/12; 05/16)

Guidelines:

General Guidelines

One of the main purposes of the AAC is to facilitate and foster the exchange of information among units that perform academic advising and units whose responsibilities affect academic advising. To that end, the membership of the AAC is broad and, unlike many Faculty Senate committees, is defined wholly by unit association.

Membership

The voting membership of the AAC consists of units that perform academic advising, such as the colleges, and units whose mission, goals or responsibilities substantially and directly affect academic advising, such as the Registrar's Office. Though each voting unit may have only one vote, each unit may send multiple representatives to attend and participate in AAC meetings and activities. A vote of the AAC and change in the Standing Rules is required for a unit to become a voting member of the AAC.

The non-voting membership of the AAC consists of units whose work may affect academic advising, but whose mission, goals, or responsibilities largely lie outside of academic advising. The non-voting membership also may send multiple representatives to attend and participate in AAC meetings and activities. A vote of the AAC and change in the Guidelines is required for a unit to become a non-voting member of the AAC. Current non-voting members are:

Academic Success Center
Academics for Student Athletes
Admissions
Career **Development Center** Services
College Assistance Migrant Program
Disability Access Services
Enterprise Computing
Educational Opportunities Program
Faculty Senate
INTO OSU **Program** Student Services
New Student Programs and Family Outreach
Registrar
Reserve Officer Training Corps
Student Conduct **and Community Standards**
Student Support Services
University Housing and Dining Services
Veterans Services

All representatives of voting and non-voting units are included on the AAC list serve. Individuals not represented by voting or non-voting units who would like to be placed on the list serve should contact the AAC chair.

Units that wish to become voting or non-voting members of the AAC should contact the AAC chair for placement of the membership request on the agenda.

Chair Selection

The Chair of the AAC will be a Head Advisor or designate from one of the member academic colleges, UESP, or the Cascades Campus, **or the representative from the Division of Undergraduate Studies**.

Nominations, including self-nominations, must be made to the current Chair of the AAC no less than two weeks prior to the election meeting.

The advisor with the largest number of AAC votes of those present at the last AAC meeting of the academic year will be selected.

The position requires a **three**four-year commitment: Year 1 - Secretary, Year 2 - Chair, Year 3 - Faculty Senate Curriculum Council liaison, Dar Reese Excellence in Advising Award selection, and OSU Academic Advising Award selection, ~~and Year 4 - representative to the Academic Affairs Council~~. In the event that the person cannot fulfill his or her duties, the chair shall appoint a replacement.

Changes approved by AAC on June 8, 2005 and Faculty Senate Executive Committee on November 17, 2005
Revised: June 4, 2009