University of Wisconsin-Milwaukee

Work Group for Undergraduate Advising (WGUA)

MINUTES

October 29, 2015 – 3 to 4:30pm
Chapman 211

Call to order at 3:08pm

Present:  Brian Hinshaw, Jen Hayes, Hope Longwell-Grice, Kay Eilers, Gesele Durham, Jennifer DeRoche, Robin Jens, Warren Scherer, Rob Smith,
Excused:  Scott Emmons, Phyllis King, Louis Molina, Rodney Swain

1. Review updated recommendations
   a. Student help recommendation:
      i. Keep this as its own recommendation or combine with the training recommendation
      ii. Frame this as an advising support tool
      iii. Need clarity on who accesses this resource and how
   b. Coordinator recommendation:
      i. Discussed how to proceed with this recommendation – provide rationale to move forward with this as an investment -or- modify this recommendation to complete the other recommendations without a coordinator
      ii. Discussed removing the “advising advisor board” portion of this recommendation and instead modify this recommendation to note the stakeholder groups for the coordinator to engage with the focus on the student
      iii. Discussed removing the option of sharing the job responsibilities across several people
      iv. Discussed creating and adding a job description for this role to this recommendation ensure we have this in place to support with the remaining recommendations

2. Timeline moving forward

   a. Tentative: Present recommendations to CEMAT – November 30th

3. Assignment of tasks for next meeting

Meeting adjourned at 4:14pm
Next Meeting: Thursday, November 12 from 3 to 4:30pm in Chapman 211