University of Wisconsin-Milwaukee

Work Group for Undergraduate Advising (WGUA)

MINUTES

May 21, 2015 – 3 to 4:30pm
Chapman 211

Call to order at 3:08pm

Work Group Members Present: Gesele Durham, Kay Eilers, Phyllis King, Jennifer DeRoche, Brian Hinshaw, Janice Miller, Robin Jens, Louis Molina, Jen Hayes, Rodney Swain
Excused: Rob Smith, Angie Sadowsky, Scott Emmons, Warren Scherer

1. Welcomed new committee member Jen Hayes who will represent EAC

2. Discussion of areas for WGUA consideration
   a. Each member considered and shared input regarding top priorities and discussed the following as a large group:
      i. Structure – web/webs of support or case management system, case load, defining advising, undecided students
      ii. Training of advisors – on boarding and ongoing training
      iii. Consider if a coordinator is needed
      iv. Shared notes – access, follow up, what to include, coordinate use of tools

3. Assignment of tasks for next meeting
   a. Action Items:
      i. List of Urban 21 institutions with graduation rates to determine which schools to contact regarding advising structures
      ii. Re-review the best practices to identify which schools we want to contact regarding their practices

Meeting adjourned at 4:23pm

Next Meeting: Thursday, May 28 from 3 to 4:30pm in Chapman 401