ACN Meeting Minutes: February 21, 2017


Total: 62

Credit Accumulation Committee: Mary Moore-Geissler

- Mary Moore-Geissler made a quick announcement from the Credit Accumulation Committee.
- The committee will be rolling out a “Why 30 credits” campaign in March.
- The purpose of the campaign is to make students aware of what it takes to make efficient academic progress. They want to get students to think about making an academic plan and setting goals. If students don’t have a plan, they will be directed to see their advisor.
- Flyers will be in the union and around campus. The committee will be sending them out to the ACN members via email shortly.
- The campaign has two flyers with different messaging: one flyer focuses on how to finish a degree in four years, while the other flyer helps students become aware of the cost savings in completing their academics in a 4-year time frame.
- If you have any feedback, feel free to email Kay Eilers or Mary Moore-Geissler.

MetaMajors: Deanna Alba Assistant Dean in Letters and Science

- Deanna Alba, the assistant dean in the College of Letters and Science, wanted to get feedback on the MetaMajors proposal. She gave a little background on the concept.
- The MetaMajors model has been successfully implemented in other universities such as Ohio State and Florida State University.
- The MetaMajors concept is a pathway program designed to help undecided students get into the right area of study quickly and efficiently.
Usually students who are undecided on a major are not debating between such disparate majors as literature and physics or engineering and theater.

Usually they know, for the most part, the general “bucket”—for lack of better term at this point—into which they might fall. The MetaMajors concept groups majors into several buckets. (See a draft of the buckets on the attached handout.)

The advantage of allowing students to choose a bucket is that they can get started in their possible area of study earlier.

Also, if a student is, for example, science-oriented, instead of staying in Letters and Science (L&S) and learning about science majors within L&S, the students would learn about all sciences across campus—including health sciences and engineering.

There are lots of implications for advising and recruiting. In terms of recruiting, UWM would want students to get information on MetaMajors before coming to campus.

The planning right now is in early stages—some of the majors listed in the different buckets need to be moved or changed. They know that biology, for example, is missing from health care.

Dave Clark has been visiting different groups—schools and colleges’ deans, recruiters, etc.—on a feedback tour to see what we should be considering when creating the buckets.

Alba then opened the floor to questions.

**Question:** You note this is in the early stages—is it going to actually happen or is it at the point where we know this IS going to happen, but we just haven’t planned it all out yet?

**Alba:** Yes, it is going to happen.

**Question:** When a student is in a bucket, which advisor would he/she be assigned?

**Alba:** Right now, the student would be assigned an advisor in the Centralized Advising office. The student would still be assigned an L&S student but would be advised in the Centralized Advising place.

**Question:** If the student is in the Science bucket, would he/she be assigned an advisor in L&S and not engineering?

**Alba:** No, not assigned in L&S. The student would be assigned an advisor in Centralized Advising.

**Question:** What if the student knew they wanted engineering but didn’t know what kind of engineering?

**Alba:** That wouldn’t change—the student would go to engineering. Just like business—if a student knew they wanted business but didn’t know which area, they would be assigned to business.

This really only impacts those students who are applying as undecided—those students currently are assigned to L&S.

**Question/Comment:** If they see the science bucket before they see engineering, then might choose that bucket.

**Alba:** The e-application is run by System—not by UWM—so there are lots of logistics we need to work out before we can move forward on this.
• **Tawney Latona** from Admissions noted that the buckets would not be in the listing for majors. Students would only see the buckets after marking undecided.

• **Alba:** Dave Clark will be meeting with schools and colleges and talking about curriculum questions. Those details have not yet been discussed. We would need to discuss what that curriculum would look like to give every student in that bucket the most flexibility and best options at the end of year one to still go on any route and not lose any time. Those details are not yet worked out.

• **Question:** Have there been conversations about how GERS will work across all majors?

• **Alba:** Yes, we are in conversations—the question was raised and is under discussion of whether we need to make changes in GER process. For example, L&S only accepts GERS in L&S.

• **Tawney Latona** noted that there are a lot of things on e-app not listed as we would like them to be. That’s tied to paperwork that was done and worked its way through the schools and colleges and up to the Board of Regents. We will be meeting in the next couple weeks to discuss how we will change e-app.

• **Alba:** The E-app is a bit of a miss. There are majors that are missing, majors listed twice or incorrectly, etc.

• **Tawney Latona:** Those errors happened when a change of major happened and paperwork wasn’t done correctly. We are going to go back and trace that process to fix errors.

• **Question:** Will there be a major exploration seminar on helping students choose a major while taking a “bucket” pathway?

• **Alba:** Yes, we intend to have a seminar about career options that fall into that bucket, which careers match with which major in the bucket, etc. That course is designed to bring in all schools and colleges in that bucket rather than just one school or college.

• **Question:** What is the rationale for keeping students in L&S while they are undecided?

• **Alba:** We don’t know what it may take to have an “home” for them other than L&S. They have to be put somewhere.

• **Question:** What about academic actions (appeals, etc.)—would they still go through L&S?

• **Alba:** That is something that will have to be worked out.

• **Question:** Centralized Advising—are those new advisors who are hired or advisors who have moved from L&S?

• **Alba:** Whoever holds roles in that office; we are not sure how they will be filled.

• **Question:** Dave (Clark) mentioned the notion of a soft rollout this summer. That’s concerning given how much is still being decided.

• **Alba:** I wouldn’t phrase it as a soft rollout. What we would like to do is talk to undecided students at orientation. See how this fits with where their decision-making process is. Summer will be more about testing and gathering feedback than putting anything in place.

• **Question:** When is the anticipated date this will occur?

• **Alba:** Hard to tell. It really depends on application issues. The earliest would be in the fall of 2019 applications, which come out in fall of 2018.
• **Question:** Where would it appear on the e-application?
• **Alba:** We are thinking it would open on another page if you selected “undecided.”
• **Tawney Latona:** We are working with System as to how that might happen.
• **Alba:** Also we are still working on how we are tracking that.
• **Question:** Are students going to be forced to pick a bucket?
  • We are in the very, very early stages of this program. We want feedback, but we are not sure right now if they will be forced to pick a bucket. If you think they shouldn’t be forced, let us know. Do we need that truly, truly undecided bucket? Let us know.
• **Question:** There are students who are undecided and then there is really someone who is leaning heavily toward a major but just hasn’t picked it. Are they then pushed toward that major or kept in the bucket?
  • **Alba:** Having worked with L&S undecided students, it’s best to push them toward a major—toward the track that is stricter and more structured. It’s easier to go from stricter to loose than vice versa.
• Any additional questions, please contact Acting Dean of L&S Dave Clark at dclark@uwm.edu. He is chairing the MetaMajors committee.

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**Dean of Students Updates: Becky Freer**

• Freer reviewed the services available through the Dean of Students.
  • The office does not offer immediate help with crises (University Counseling and Police Dept. do that), but they do manage and coordinate follow-up for cases of students in crises, threats, conduct, etc. The office will adjudicate alleged violations of law, policies, etc.
  • How advisors/counselors interact with Freer more often is through student crises and financial appeals.
  • The office coordinates the student support team. The team consists of people from the SSC, Norris, mental health, housing, and police, among others.
  • The office can’t always tell advisors/counselors exactly what’s going on with a student due to laws regarding student privacy, but in general, they might contact advisors/counselors to ask them to reach out to the student. Often advisors, faculty, or RAs are closest to the person, so it is up to them to bring situations to the attention of the Dean of Students (DoS).
  • Since all DoS handles are these issues, the staff have experience and can help advisors problem-solve what to do with students whom they are concerned about.
  • Also, let DoS know if a student was not charged tuition correctly or if the student has an extenuating circumstance; the office can help with that.
• Freer came to ACN to share a new student resource with advisors and counselors.
  • This resource came about as DoS was investigating what they can do when students are homeless--what community resources are available.
• They started connecting students to various food pantries.
• One year a student was in crisis after she lost a parent. Ann Willis, Deanna Ding, and Becky worked with Development to help the student get funding. They found a donor who gave money to help the student stay in school.
• They were then able to secure additional funding to have emergency grants for students in crisis.

Emergency Grants
• More and more institutions are establishing emergency grants.
• Emergencies and unusual circumstances happen in students’ lives.
• Funding helps them persist and also focus on academics.
• Who is eligible to receive funds? Current undergrad or grad student, enrolled at least half time, in good standing, undergrad GPA 2.0/grad 3.0, no current disciplinary holds, must exhaust all other financial resources including UWM and community resources.
• Intended for emergencies where students need items that significantly influence in their academic success.
• Can receive up to $1,000 and potentially more depending on the situation. Average awards are about $500.
• Money is awarded on Fridays, so the office needs to move fast on these.
• The money is always paid to a third party—not directly to the student—so DoS can make sure funds are not misused—which ensures future funding.
• Expenses that can be covered:
  o Travel expenses due to death in family
  o Books and course materials
  o Short term housing—to get them started before they find a job to secure more permanent housing
  o Food and basic hygiene supplies
  o Funds for medical care
  o Rent/emergency care repair.
• Expenses that are NOT covered
  o Expenses already covered by an available campus or community resource.
  o Non-essential utilities (i.e. cell phone, internet, cable bill)
  o Tickets and/or fines
  o Credit card bills
  o Entertainment, recreation, and non-emergency travel
  o Non-academic related items lost in fire, theft, etc.
• Expenses covered are based on needs for them to be successful in school
• The application is on the DoS website. Go to Emergency Grant. (uwm.edu/deanofstudents)
• DoS tries to move quickly and meet with the student as soon as possible to start discussing needs.
• Staff creates a contract when meeting with a student and often will require the student to meet with advisors, PASS, etc., as part of the plan to be successful. If the student is
struggling to adjust to UWM, DoS will help them find other ways or organizations that might help them feel more involved. (See powerpoint slide 6)

- **Question:** What if you are working with a freshman who doesn’t have a good GPA but everything else applies?
- **Freer:** We do have a very small pot of other emergency funds where we could help. Ultimately, DoS is going to do what it can to help students—just as it was doing before the grant—so please send students to DoS. They can find ways to be creative.
- **Question:** Is there any situation where this could be used to help with tuition? For example, they have a hold and can’t enroll because of a small amount owed on their account.
- **Freer:** We wanted to keep it open to tuition; however, this is a last resource in terms of helping with tuition.
- **Question:** Is this available to online students?
- **Freer:** Probably, but they might have different things that influence what would make them successful. Each case is case-by-case, depending on the student’s needs.
- **DoS** is trying to find ways to make most students eligible.
- **Now the office is applying for grant up to $300,000** that would be used in a similar manner; in some ways there are more restrictions but in other ways, less.
- **How can advisors/counselors help?**
  - Recognize when students are financially struggling.
  - Refer students to the website for emergency funding information.
  - Refer students to the Dean of Students Office to begin support.
  - Call Dean of Students Office if you are uncertain about how to proceed.
  - Participate in on-going support and outreach with students if we inform you of students with need.
  - Let us know if you are aware of additional resources/possible school/college/departmental support.
- **Contract Dean of Students with any questions:** dos@uwm.edu or 414-229-4632.

**Certificate in the Business of Media & Film Studies: Dr. Benjamin Schneider and TJ Jeske**

- Dr. Benjamin Schneider, senior lecturer and academic advisor in Film Studies, and TJ Jeske, Assistant Dean of Student Affairs in Lubar, discussed the new Certificate in the Business of Media & Film Studies
- Schneider noted that, anecdotally, they were seeing business students who wanted to take more film studies courses. On the flip side, there were film studies students who wanted to get jobs at film festivals and nonprofits and needed some business background.
- The certificate helps give humanities and Letters and Science students a background in accounting, etc., which would help them on the job market.
Curriculum: Four required courses (Bus Adm 201 or 230, Bus Adm 360, Film Studies 212, and English/Film Studies 290 or 291), one elective in business, and one elective in film studies (See attached for list of electives in each area.)

Six of the nine credits in Film Studies are GER humanities, which makes it easier to fit them into a student’s plan.

Jeske: We are trying to do more collaborative work. This is the first certificate that we are able to do that for business students.

Jeske noted that there are quality professors teaching in the certificate. He noted that Schneider teaches in the program, and he won the academic instructor of the year last year.

All required classes have online options, so students can complete all 18 credits online.

Question: Do any of these courses have prerequisites that are not part of the certificate?
  - Bus Adm 360 requires Econ 104 Principles of Microeconomics, so a student would have to take that course as well. If a student is interested and didn’t take Econ 104, the student can appeal to have that pre-req waived.
  - Bus Adm 201 requires sophomore standing. All other required courses do not have prerequisites.
  - In the business electives for the certificate, Bus Adm 461, 465, and 467 only have 360 as prerequisite. Bus Adm 330 requires junior standing only.
  - Film Studies 290 and 212 do not have prerequisites. The 300 level film courses in the film electives only require English 102.

An internship can be part of the 18 credits. (A marketing internship for credit is one of the business electives.)

Question: Would a Lubar Study Abroad count?

Jeske: That’s difficult—the study abroad would have to be marketing focused to count as the business elective. The student could do an international internship with a marketing focus if he/she wanted.

Question: Who would be the advisor—who should the student meet with to declare the certificate? Schneider is moving to the Honors College, so the contact person would be Gilberto Blasini at gblasini@Uwm.edu.

Question: If we want to learn more about how this would benefit our students, who should we contact?

Schneider noted that they have had 12 students declare the certificate in the first two weeks.

Schneider noted that it’s a way of professionalizing a film studies degree—adding a business component.

Jeske noted that if your major has lots of electives, this would be a good certificate to add, since 6 credits would count as GERS.

Question: Are there extra fees associated with the Film Studies courses? No. These are Film Studies courses, not Film (making) courses, so there is no additional cost for buying film, etc.
Placement Test Updates: Sarah Perkins Simmons, Testing Center

- Perkins Simmons noted that her position has changed a little. She will be moving to an office on the second floor of Mellencamp, and she will now be working under Brian Hinshaw. She will be doing more with freshmen placement testing, the bridge programs, enrollment/retention, and other areas.
- The Testing Center will have walk-in testing hours for all current and transfer students, including students who are re-testing and students in the FLEX programs.
- Walk-in hours are NOT available for new freshmen.
- **Walk-in hours:** 11 a.m. to 4 p.m. Monday, 9 a.m. to 2 p.m. Wednesday, and 10 a.m. to 2 p.m. Friday. The end time is the time they need to be in the office to start the test.
- English Placement Test for Non-Native Speakers of English (EPT-NNSE): This test will be on a scheduled basis and not a walk-in basis. This test takes more to explain and conduct.
- The center is heading into freshman testing season; UWM conducts about 14,000 placement tests a year.
- Center has a high volume—UWM is one of the only campuses that has a full time, year-round testing center.
- The center is now offering fewer dates for freshman placement tests but a larger volume on those dates. The dates include various Friday beginning in late March and some Saturday dates.
- **The UWM New Freshman Placement** is only for our admitted students. Students have several options for taking the tests: At UWM, regionally, or nationally/internationally via computer-based testing.
  - Tests done at UWM are scored in house. The item comes off the student’s to-do list in 48 hours, so the student can register for orientation faster than if he/she does the test regionally.
  - For regional testing, students have to register on an outside website—not UWM’s Testing Center site. It takes 2 to 3 weeks for UWM to get test results.
  - UWM is the only system school that requires chemistry placement testing, so that is not offered regionally. The student can work with the Testing Center on when to take the test if they are taking other tests regionally. Have the student call Sarah (x2210).
  - Residual testing: UWM is one of the only places that offers placement tests free for spring admits. Other UW schools charge for that service, but UWM does not. Therefore, residual testing is not available on all UW Campuses. No chemistry or EPT-NNSE are offered on other campuses.
  - Computer-based testing: Students have to register in advance and go to a proctored testing center to take the test. It is NOT an online test. Students pay a fee. The testing is contracted through an outside company called Castle.
- **Transfer and adult students** can go to regional testing centers.
- If they are transferring from another UW school and took the test at that school, the center can pull those results. The center routinely checks for those tests, but they can be
missed if the student had a name change, spelled their name wrong, put in the wrong birthdate, etc. Call Sarah (x2210) to see if she can find a test result.

- Advisors can also email testingcenter@uwm.edu to request that test results from another UW system be uploaded to a student’s account.
- If a transfer student has met English or math GERs, then the student doesn’t need English or Math placement tests.
- Adult students are treated like any other student. If they haven’t met the requirements, they need the placement tests.
- **Re-test policies:** If a student has never taken the UW placement test but does come in transfer credits in math or English, then he/she can still take the test. If the student has never taken the test, then the student is NOT re-testing (even if the student has transfer credit in Math or English).
- There are waiting periods for re-testing; students must wait 25 days to re-take Math or English.
- Students can only re-test one time in math and English.
- Math is pretty flexible on that policy. If you talk to the math department and have a valid case for re-testing, they may allow it.
- English, however, is pretty strict.
- See Sarah’s powerpoint for re-take policies for Chemistry and EPT-NNSE. (Slide number 5) (Powerpoint is posted on ACN’s website.)

**Math placement update**

- The UW System has started an initiative to standardize math cut scores across institutions for credit-bearing algebra-based math courses. They want to be sure that a student doesn’t end up in a non-credit-bearing course here but a credit-bearing course elsewhere.
- The 2017 test will have new subsections:
  - MFUND: Math fundamentals including basic math, geometry, and basic algebra. For this section, there will be a standard cut score determined by System to be used across all institutions to get students into credit-bearing algebra-based courses.
  - AALG — advanced algebra
  - TAG — trig and analytic geometry
- System will standardize cut scores for English in 2018. That won’t really affect us because we don’t have a non-credit-bearing English course.
- UWM will NOT be implementing the standardized cut score yet; we need to adjust our Math courses to align with the cut scores (See Suzanne Boyd’s presentation below.)
- If students don’t meet the cut, UWM can use Panther Math Prep and bridge programs to get them into credit-bearing math by fall.
- The center is working on finding ways to make easier for advisors to see which math course a student should take. Currently there is a milestone for students who have an ACT score 24 or higher. The center is trying to find ways to make it clearer on PAWS.
• Contact Sarah Perkins Simmons with any questions regarding testing. She can be reached at x2210. Advisors can also email testingcenter@uwm.edu.

Math Course/Placement Changes: Dr. Suzanne Boyd, Assoc. Chair for Undergraduate Studies, Math Dept.

• Boyd noted that System just changed the math placement cut scores, but UWM can’t change its math curriculum to match the new scores in just 4 months. The goal is to be compliant, but UWM won’t be ready by fall. At smaller institutions in the System, it’s easier to quickly change a curriculum to match the new scores; they may have only 4 or 5 instructors and less courses.

• As Perkins Simmons noted, System wants to ensure that students who test at the same level take the same type of math course throughout the System.

• Boyd explained the UW System directives are as follows:
  o Use a new math placement exam for all students who will be starting in Fall 2017 (See Sarah Perkins’s presentation notes.)
  o Establish a new common cut score for lowest credit-bearing algebra course (Fall 2018)
  o Encourage:
    ▪ MetaMajors (UWM is working on this)
    ▪ Math pathways (UWM has this)
    ▪ Multiple measures for placement (UWM has made partial progress). Having multiple measures does make the advisor’s and Registrar’s jobs a little harder. (Have to look at more than one measure to determine the correct course.) Still, UWM is working on this to get students into credit-bearing courses using other measures than just the math placement test alone.
    ▪ Co-requisite remediation. This program will start next year (Spring 2018 for Math 92/102, later for other pathways). They have found that having students take the remediation course alongside the credit-bearing course increases the pass rate. It may be because if the course is not credit-bearing, students tend to feel discouraged and demoralized—they feel like the grade in the course doesn’t matter (it’s not included in the GPA, and the course is not progressing them toward degree). The Math Dept. needs to layer the curriculum carefully when two courses are taken concurrently, but students actually do better in both courses.
    ▪ Lower the pre-req for the lowest credit-bearing courses in “Math Lit/Quant Lit” pathways (start next year Spring 2018)

• Revised Math Placement Test: Boyd shared a slide comparing the old placement test and the new test and courses associated with each section of the test (See powerpoint posted on ACN website)

• The common cut scores are set by determining what skills students need to master to be able to take math in college.

• Math 94 covers most of the Math Fundamentals.
• The new cut score will require UWM to change Math 105. Some of what is currently in Math 105 is not allowed in a credit-bearing course. The prereq for Math also 105 needs to be increased.
• Revamping Math 105 will take time, which is why the common cut score won’t be used for Fall 2017.
• How would co-requisite remediation work? Students would take a Math 9X and 10X in same semester. The sections would be linked with the same instructor.
• Why have co-req remediation? Tennessee state system conducted a study and found a difference for students taking the co-req model:
  o % of students with Math ACT 18 or lower who passed a credit-bearing math course their first year: 58.9% Pre-req model versus 75% in “co-req” model.
  o % of students who passed a math course their first year, fall to fall retention rate: 74% Pre-req model versus 79% co-req model.
• Implementation for Fall 2017:
  o The pre-req for Math 103 will be lowered. Students with a Math ACT score of 18 will now be able to take Math 103 (formerly they needed a score of 24). That means about half of the students taking 92-102 right now can go to Math 102.
  o Due to the imbalance in the number of math courses offered in fall versus spring, Math 103 and 92 +102 co-req sections will be offered in Spring ONLY. Students will still take QLA in year one, but those placed into 92 or 102 or 103 will wait until spring.
• Math 92 starts at such a low level that students don’t need a whole lot of background in math to take it.
• The math department will have flow charts explaining placement codes and courses on its website.
• The student’s QLB goal will determine which QLA sequence a student takes.
• Math department will have a chart for each major and notes for repeating and exceptions.
• Boyd plans to return to ACN in the future with more information on the cut scores and course changes.
• Questions? Contact Suzanne Boyd at math-ugrad-assoc-chair@uwm.edu or Kelly Kohlmetz, the math 92/102 coordinator at 414-229-2685 or (preferred) kellyk2@uwm.edu.

General Announcements

**SSS:** Karen Parrish Baker would like to introduce the new SSS advisor, Talisa Smith, who attended the ACN meeting. Smith is a UWM alum. She worked in undergraduate admissions as a student and will be completing her master’s at DePaul University in May. Smith completed her graduate internship with Dr. Russell in AOC and worked part-time for SSS doing career outreach to SSS participants in cooperation with the Career Planning and Resource Center. Smith is replacing Pa Muas-Xiong, who resigned in January.

**Registrar:** Brian Hinshaw would like to welcome Kristin Hildebrandt, the new assistant registrar. She will be overseeing the Students Services area of the Registrar’s Office, comprising
enrollment, transfer credit evaluations, and the information desk. Other announcements from the Registrar:

- The best way to contact the Registrar is still through the RO Contact Us form.
- Tomorrow afternoon (Feb. 22), following the session on the EAB Guide, there will be a demo on program and plan changes in PAWS.
- The Registrar is close to implementing **College Scheduler**, a schedule optimizer for students. It will have interesting applications for advisors. Advisors will be able to nudge students toward particular sections, etc. The Registrar will be holding training sessions in spring. They hope to have it live for summer enrollment.

**Center for International Education:** Sharon Gosz wanted to remind everyone that the deadline for summer and fall study abroad programs is **March 1**. Send students to Garland 138 if they have questions. Other CIE announcements:

- CIE will be sending out information on how to order “Hate Has No Home Here” t-shirts. They also have posters available. Currently, CIE is looking for a student org to partner with to sell the t-shirts and collect donations for charity.

**Professional Development Working Group:** Monica Camacho mentioned that the Working Group will be hosting a summer presentation series like the one that was run in Summer 2015. The group will send out information soon regarding the series. They will be asking for submissions and will set 4 or 5 dates in summer for the presentations. Advisors and counselors can use the series as an opportunity to practice a conference presentation and share research with others on campus.

**African American Student Academic Services:** Gary Cooper-Sperber introduced a new advisor in his office, Tiffany Kelly. Tiffany worked at UW Waukesha before coming to UWM.

**Undergraduate Admissions:** Admissions has three new staff members—Dr. Dani Rollins, the new Director of Admissions and Chief Enrollment Officer, and two new members on the Illinois team, Kailagh O’Keefe and Michael Garamoni.

**Graduate School:** Chris Parks was excited to note that the Graduate School is starting to use the MSEP for graduate students. Not all graduate programs are participating yet, but quite a few are. You can find more information at graduateschool.uwm.edu, including a list of participating programs.

**Next ACN Meeting:** Tuesday, March 21, 8:30 a.m. to 10 a.m. in Union 191.