1-15-2015 Enhancing Advising Committee Minutes

- Note taker: Rebecca
- Approval of Minutes: Approved by all present
- Approval of the Agenda: Approved by all present
- Members Present: Jen Hayes, Ebony Cobb, Brian Williams, Kate Masshardt, Ashlie Schaffner, Kathy Barnes, Rebecca Olsen, Tina Current, Kristin Roosevelt, Pam Schoessling

I. EA Committee Business/Updates
   a. Online Academic Recovery Pilot program-update
      i. Kate says that about 90% of our pilot program is ready to go.
      ii. Preparing to present to ACN in March.
      iii. Will present to all units participating in the pilot (advisors who are working on the committee).
      iv. Will then communicate to students who have the FYP hold after the end of the Spring 2015 semester.
   b. ASLAC/Advancing Advising on campus-update
      i. Jen reported back on what she is aware of what the committee is working on.
      ii. Possibility of a coming joint meeting between all of EAC and ASLAC.
         1. Ale suggested the meeting happen in early April prior to the rush of registration.
      iii. The group hopes to have a campus-wide advising summit in May.
      iv. Jen shared the group’s mission statement.
   c. Access 2 Success-update
      i. Jen met with the A2S planning committee (based on Gesele’s recommendation to Phyllis) to represent EAC and our ideas for the conference.
      ii. Will be unconference style with 8 sessions to choose from in the afternoon.
      iii. A point was brought up that none of the A2S sessions cover teaching in the classroom.
      iv. We will talk more about how advisors can strategically disperse among all topics to ensure that advising voices are heard, especially since we feel that some topics are repetitive to topics we talked about at the October Unconference. (Will faculty even know what the SSC is? And what will they be needing to know about this since they don't use it?)
   d. Other:
      i. Do we want to keep all EA documents on the OneDrive?
         1. Yes, we think this is a great idea to have for historical purposes, especially since this is a challenge that has happened for CAN
         2. ACN might be able to have a "home" to house a link for this OneDrive folder
      ii. Review of what we accomplished over the past year
         1. Jen feels that we accomplish a great deal, including forming a vision and format for our committee.
         2. Jen shared notes from the first meeting and what was discussed, and how we are now meeting those things.
3. We are an action oriented group--when we say we are going to do something, we follow through on it (even though we have a lot of work ahead of us).

II. Action Items

a. Review Unconference Report
   i. We hope to make it more clear our recommendation that our campus needs an advising director (who would work with other campus leaders like Ericca, Kay, and Gesele) to maintain the advising objective on campus.
   ii. All present agreed that the rest of the report is a good representation of what happened and has transpired since the conference.
   iii. Jen will add summary bullet points in the executive summary and then re-distribute.

b. Work Groups for Advancing Advising Tasks/Objectives Development
   i. We discussed what we would hope each work group would be working on over time, though we realize that most groups have not yet been able to meet and begin their processes.
      1. Technology Work Group (Tina, Angie, James)
         a. Assessment of all technology being used on campus by advisors. What functions and purposes, and which ones should we continue to use. (Also recommendations will be made on what advisors should be using across campus.)
         b. Survey will be sent out to all advisors to see who is using what, the effectiveness of it, and why we are using/not using it.
         c. Recommendation by Kate to specifically ask where advisors are recording notes.
         d. All agreed the surveys should only be sent to advisors of record, similar to whom was invited to the Unconference.
         e. This group will look into understanding who else is working on technology around campus right now (such as the SWAT team working on SSC)
      2. Core Competencies Work Group (Brian, Pam Gricelda)
         a. Will do research, such as NACADA's guiding principles, and compare to UWM's guiding principles.
         b. Will make recommendations from there.
         c. Training piece on how we help advisors develop these recommended skills if they are not yet proficient in that area.
         d. How will these "deficiencies" be incorporated into our search & screen processes and annual evaluations? (Might be hard to quantify though...)
         e. What should an advisor's transition to our campus look like, and when should they be "taking over" their student load, etc.
         f. The goal is best practices in training

3. Consistency of Student Experience (members TBD)
a. We don’t have members selected yet, other than Michelle Ferro is interested in participating from L&S.

b. We should ask Laura Stark to participate given the work she was doing with ASLAC.

c. Will talk about more at our meeting next week.

c. **EAC Spring Objectives**  
   i. Will discuss further next week.

Next Meeting

- Brian Hinshaw will be here next week to talk more about the Wiki he created.
- Review items that we didn't get to in the current meeting.
- Talk about creating summer institute.

*Notes submitted by Rebecca Olsen, 1/15/15*