Enhancing Advising
Meeting Minutes

July 15, 2015

Present: Jen Hayes, Rebecca Olsen Reece, Kristin Roosevelt, Brian Hinshaw, Griselda Estrada, Christine Wolfe, Kate Masshardt, Pam Schoessling, Brian Williams, Toby Deutsch, Alejandra Lopez, Tina Current, Anne Willis, Ebony Cobb, Ashlie Schaffner

Next meeting: Tuesday, August 11, 2015, 10:30am to 12:00pm
Union Room 340

Approval of minutes from June meeting: approved

I. Discussion/Business

• EAC/ASALC: Jen
  o Joint Meeting with ASALC/EAC Recap
    ▪ are there better ways to plan combined meetings?
    ▪ not enough ASALC members present to talk about part of the agenda
    ▪ need to have all co-chairs present in the future
    ▪ consider having the next meeting during an ASALC meeting to hope time is more conducive for the assistant deans
    ▪ transparency--all of our minutes are on the ACN website--work with Gary to ensure links are active
    ▪ some discussion about confusion in certain advising offices about things that were thought to have been proposed at AAPC but that is not the case--how do we add clarification?
  o Planning for August Meeting
    ▪ big conversation that we need to have still needs to happen
    ▪ will happen no matter who shows up

• Campus letter to students about ePanther ID/PAWS login (Rebecca)
  o concern about communications(s) and campaign that students receive regarding log in information for their email
  o Nicole Heinen from PASS brought up concerns that students are not getting clear enough information about getting into email
  o issues with log in creation process for transfer students? Should all advising offices be welcoming students with a snail mail letter and talk about Office 365 here?
  o contact someone to see entire communication suite of information sent to students?
  o can our homepage say Office 365/email? should it?
  o or the Panther Math Prep students, the problem is most likely that these students have not yet matriculated so therefore they have not yet received that particular piece of information
  o Brian H. will gather suite of information and will be sent out to the group to take a look at prior to next meeting. This is not under the context that we will just be making changes--we need to be cautious to see if these groups actually want our input/suggestions or not

• NACADA Summer Institute (Kristin)
  o created persistence plan with learning outcomes to focus on increasing retention; they looked specifically at the number of students who they retained in their own school and graduated
o created a grid for each year of students (first year, second year, third year, fourth + year) to examine current retention
o identified methods they are already doing and new methods they will try including increased communication plan, possibly requiring meetings and setting those with the students at NSO, different benchmarks they will need to address students throughout each year. Each method is paired with a learning outcome, resources needed to complete task, and assessment.
o will follow new class of fall 2015 to follow through all 4 years to examine retention
o questions about what student success actually means, and how are we defining successful retention numbers for each school/college; how can we better help students during 1st year to make more mindful decisions about major and career areas that make the most sense for that particular student and how do we do more career planning and exploration right from day one with students

• EAC Member list on ACN website (Jen)
o Okay to have our bios attached to the website (Rebecca needs to create one and send to Jen)

• Sub for August 4th Summer Series Workshop
o Rebecca will sub for Jen to introduce group, do sign-in, and send out survey afterwards

II. EA Committee Updates

• WGUA: still in progress--no actual decisions have been made; how will they prioritize items in their proposal; by mid-August will have another listening session

• Advising Professional Development:
o Summer Series - 3rd one is next week

o Fall Unconference - October 6th and save the date will be sent out soon and official registration will open at end of August

• Core Competencies Work Group:
• no updates

• Advising Technology Work Group:
• surprising how many offices use Skype and how many people have NOT ever logged into SSC (self-reported). Need to consider how SSC can be re-launched with campus community to get everyone board. Need to have more conversation about notes, how they are used and what constitutes a note.

• Consistency of Student Experience Work Group:
• no updates
•
• Registrar-
• talk about changing enrollment schedule to make it more standard that can be communicated to all students instead of having individual appointments
• preferred name is out there and live; no major announcement to students because most of the requests so far are more nickname based rather than what preferred name is intended to be; advisors should just mention to their own students when appropriate and encountered with them

III. Next EA Committee Meeting: August 11th at 10:30-12:00 in Union 340

*Minutes submitted by Rebecca L. O. Reece (Olsen)