Call to order at 3:05pm

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

1. Welcome and summary of WGUA History
   a. Gesele explained the history and formation of WGUA and introduced its members.

2. Summary of WGUA work to day
   a. Phyllis reported on the work of the WGUA to date.

3. Open Forum discussion format
   a. Kay described the format of the Open Forum and introduced the 7 themes:
      i. Communication
      ii. Consistency of student experience
      iii. Defining the role(s) of advisors
      iv. Advising tools and training
      v. What is a success coach?
      vi. Undecided student experience
      vii. Intersection of career exploration and academic advising

4. Theme discussions (3-15 minutes rounds)
   a. Attendees divided into groups of their choosing to discuss one of the themes.
   b. Every 15 minutes participants were invited to rotate to a new topic.
   c. Participants were able to discuss up to 3 topics.

5. Summary of themes
   a. Note takers from WGUA reported to the full group the topics covered within the theme.

6. Closing
   a. Participants were encouraged to check out the WGUA website and use the comments area to continue submitting input.
7. Assignment of tasks for next meeting
   a. Action Items:
      i. Each theme leader will submit summary to Kay to compile.

Meeting adjourned at 4:40pm

Next Meeting: Thursday, May 7th from 3 to 4:30pm in Chapman 401