

ACN Meeting Minutes
September 15th, 2009

Members Present:

K. Barnes, T. Buss, S. Byrne Irwin, K. Cellitti, S. Conway, T. Current, T. Danner, J. DeRoche, T. Deutsch, L. Fuller, S. Gosz, S. Gruzis, D. Gygi, J. Harper, J. Hawkins, B. Hinshaw, D. Holloway, T. Jeske, A. Joseph, S. Kaempfer, J. Klumpp, G. Kopke, B. Logan, A. Maldonado, S. McCarthy, R. McGraw, S. Mitchell, L. Molina, A. Northrup, S. Perkins, E. Richard, W. Scherer, M. Schmid, H. Spearman, D. Vang, B. Warner, J. Wishman, C. Wolf, A. Wrench, S. Zlotocha

Seth Zlotocha & Aggie Northrup – Enhancing Advising Subcommittee; “New Freshman Probation Hold”

The Enhancing Advising Subcommittee had been charged with looking at the current practices of working with probationary students at UWM. The subcommittee also looked at the pros and cons of mandatory freshman advising along with making recommendations for new freshman advising initiatives.

Current practices at UWM include only 3 advising offices having mandatory advising for freshman. These areas include AOC, Health Sciences and Nursing. They enforce this mandatory advising by placing holds on students’ accounts.

A query was sent out to other UW campuses and 8 responded. Most other comprehensive institutions had some form of mandatory advising ranging from 1st semester to all students. Only UW-Madison had a similar decentralized advising structure like UWM, which also reported that some advising offices had mandatory advising.

A survey was developed for freshman in AOC, Health Sciences and Nursing about their advising experience with 464 (22% response rate) responding mostly positive. 82% of the respondents felt that their mandatory advising helped with the transition from high school and was meaningful and productive. Some of the pros to mandatory advising included guaranteed advisor/advisee contacts, ensuring registration in required and appropriate coursework, identifying issues impeding student success, monitoring a students’ transition to college, and an ability to connect students to appropriate resources on campus. Some of the cons to mandatory advising include advisor workload, potential hurdles to timely student registration, difficulty establishing a centralized program in a decentralized advising structure.

Some guidelines for freshman advising need to include universality and commonality in policy, flexibility in practice, targeting specific student populations, utilizing technology for implementation, maintaining face-to-face advising, and organizing advising resources to account for non-advising duties.

A new freshman probation hold will be applied to all new admits from Fall 2009 on probation after the fall term. Placement of this hold will take effect at the beginning of January. Students will be contacted via email from the Department of Enrollment Services and will be followed up by a letter sent via mail by the specific School/College. Advising offices will establish their own procedures for lifting the hold for their students. Resources, including templates, will be shared via PantherFile. The School of Engineering has shared a sample letter to the student, self-assessment, action plan and survey that can be used as a resource for other advising offices. The goal is to have this folder become a group resource for sharing of practices.

Two workshops have been set up to review PantherFile resources, Service Indicator training and best practices for advising probationary students. The workshops are currently being held on Wednesday, November 4th from 9:00-10:30 a.m. and on Thursday, November 5th from 2:00-3:30 p.m.

The goals of the initiative are to increase advisor contact with freshman on academic probation, provide a structure for advising students on probation, allowing advising offices flexibility for implementation and development, and to help drive a discussion on campus about best practices for advising students on probation.

Tracy Buss and Andrea Joseph – Global Studies Minor

The Global Studies major requires 8 semesters of foreign language as well as a 12 credit Study Abroad requirement. A Global Studies minor is a unique alternative available for students wishing to add a global perspective to their selected major.

A Global Studies Minor requires completion of at least 18 credits. Some courses include Global 101 People and Politics (SS), Global 201 Economics and the Environment (SS), and Global 202 Globalization and Information Technology (SS). There is a minimum of four university-level semesters of a single foreign language required. Retroactive credits may be used to fulfill this requirement. Regarding the Study Abroad requirement, a minimum of 3 credits of an overseas academic experience or an internship outside of the U.S, approved by a Global Studies advisor needs to be completed. 6 credits from the approved global content electives list (courses taken from departments across campus with global content) also need to be completed. 9 of the 18 credits for the global studies minor needs to be taken at the 300-level or above. The list of approved global content courses is not comprehensive so encourage students to discuss substitutions with a global studies advisor. Unfortunately, no more than 9 credits from another program, certificate or minor can count towards the Global Studies minor. Both Tracy and Andrea are looking for students from professional schools that this could be a great program to add to their educational interest in order to add a global studies element to their program. The Center for International Education is hosting a Fall Welcome Reception on Friday, Sept 18th in Greene Hall from 3:30-5:00. Handouts are available in the back of the room for various CIE/OURs travel and research opportunities.

Jennifer Hawkins – Bachelor of Science in Information Resources

The Bachelors of Science of Information Resources was described as the human side of computers. SOIS works closely with AOC due to their 2.0 GPA requirement which allows students to transfer into their major. A 2.5 is required in the major.

Classes in SOIS are available both online and onsite. Not all classes are available online yet. Placement test requirement keeps SOIS from advertising the program entirely online. However, the program is available entirely online for in state students.

With lower advising numbers part of the advisors job is getting out around the state to recruit students to their program. Larger caps are being added to classes and more sections of classes are being added as well. Summer classes are available online and onsite and many of those being offered are the core courses. 75% of students are transfer and returning adults – only about 5 students from new freshman class. There are 2 advisors in this major area. Jennifer Hawkins is the undergraduate advisor while Twyla McGee sees both undergraduate and graduate students. Advising is offered throughout the week and Skype appointments are always available even though not many are currently taking Jennifer up on that.

Jobs in the field of Information Resources are available on back of sheet of the packet handed out. The program planning form is attached as well. There are a total of 42 credits of general electives allowed with this major. There is room for cross over with lots of programs. If need be, it can take around 3 semesters to complete this program. The advisors try to make sure that the SOIS major is the right fit for students. This major can cross over with a lot of programs as the list of courses is not an all encompassing list. Minor information is also available for Information Resources and is easiest to do if students are reached earlier in their major if at all possible.

The transfer credit policy within SOIS is very liberal compared to other majors on campus. SOIS accepts all credits from accredited institutions of like programs that UWM grants degrees in. Currently many of the consortium agreements are out of date so they wanted to be more wide scope.

Brian Hinshaw – ACN Recognition Award Committee Chair

The ACN Recognition Committee will be meeting soon to make changes to the award criteria if necessary. The recognition award information will hopefully be posted to the website by October 1st. Brian will have more information available for CAN at the next meeting.

Campus Community Reports

- **Enhancing Advising Subcommittee**
An e-mail will be sent out soon regarding individual office needs for more advising brochures.
- **Graduate/Retention Workgroup**
This group has not met since last spring.
- **Financial Aid**
Census date is tomorrow, September 16th, where students' credit levels are locked in for financial aid. If the credit level is less than when originally awarded, grants will be reduced and students could receive a bill from the Bursar for the difference. As of September 8th 23,794 apps that been processed. Applications received for 2009 was 26,336 – a 10.7% increase from last year.
- **Center for International Education**
Application deadline for Study Abroad programs for spring is Oct 1st. Winterim program applications are due Oct 15th. There are now new academic advisor planning sheet for spring. Sue Conway was welcomed to ACN as a new staff member in the study abroad office.
- **LGBT Resource Center**
There is an open student worker position for 13 hours per week with very specific hours to fill. They would like to fill the position by the end of September. Safe Space training has been posted to My Dev. Please check dates for training.
- **Women's Recourse Center**
Brochures and business cards for the WRC are available in back. There are also a few student worker positions available.
- **Enrollment Services**
DES is making changes in regards to stop out students. DES will be not be inactivating records after only one semester of a student stopping out. More details will be available soon. This does not apply to students leaving in poor academic standing.
- **Panther Academic Support Services**
Passport marketing materials are now available. TARC has officially changed their name to Panther Academic Support Services (PASS) with their main offices located in Bolton 180. PASS also has an area within the Student Success Center in Bolton 120. Tutoring is now available in Bolton 120 and is divided into first year classes and upper level courses. In addition there are now 45-50 supplemental instruction courses available in the Golda Meir Library W142. All this information will be posted soon to the PASS website. PASS is still finalizing details since they just opened on September 14th. Students can go online to make an appointment and SI times are also available there. There are also satellite centers in Riverview and Sandburg Residence Halls as well as in the Academic Enrichment Center in the College of Nursing Academic coaching is also available to help develop skill sets like time management and note taking, Please feel free to send students to Bolton 120 or to see a staff person in Bolton 180. Student are also encouraged to email PASS if they have any questions. There will also be a new position available in PASS soon since Joseph Richardson is leaving. PASS is actively looking for a grad student to work with technology and online tutoring.

Announcements

The Orientation Leadership Team is looking for additional volunteer(s) from ACN to join the team for a once a month meeting in preparation for spring and summer NFO sessions. More information will be available through e-mail or at the next ACN meeting.

Meeting adjourned 9:45 a.m.

Next ACN meeting: Tuesday, October 20th 8:30 a.m. Union 191