

## ACN Meeting Minutes October 18, 2011

Members present: R. Alioto, K. Barnes, S. Bednar, D. Borton, S. Byrne Irwin, Y. Castellano, R. Cocos, K. Coffaro, S. Conway, T. Current, C. Daly, A. Datey, T. Deutsch, K. Diener, K. Duce, J. Dvorak, M. Fero, L. Fitzenberger, R. Freer, K. George, D. Gygi, J. Hack, N. Heinen, B. Hinshaw, J. Hojan-Clark, J. Hutchings, T. Jeske, S. Kaempfer, C. Kaye, J. Klumpp, M. Knasinski, Q. LaGrant, L. Molina, C. Morris, P. Muas-Xiong, A. Northrup, D. Northrup, D. Patnode, K. Powers, V. Pryor, C. Rasavong, K. Roosevelt, A. Sadowsky, J. Salzer, W. Scherer, T. Springstead, L. Stark, G. Steinbrenner, D. Unertl, D. Wallace, G. Wallander, D. Warren, A. Wrench, D. Stewart, N. McCoy, J. Ehmcke, D. Kast, J. Fields

### *Alberto Maldonado – Wisconsin Covenant (WC)*

- Program started 4 years ago by Governor Doyle
- Goal: for 8<sup>th</sup> and 9<sup>th</sup> grade students to aspire and prepare for higher education
  - For every WI student if they are willing to work hard, stay out of trouble, contribute to their community...college is possible
- Enrollment to the WC ended this year
- Pledge students make:
  - Graduate from a WI high school, maintain a “B” average, take classes that will prepare them for college, do 30 hours of community service and fill out the FAFSA
- What they get:
  - Recognized as WI Covenant Scholars, a place in a University of Wisconsin system, technical or private school in state of Wisconsin, and financial aid package based on family’s federally defined need
- Process/Timeline
  - Early Fall 2011 students receive a packet of what they need to do for the confirmation process (Confirmation process verifies they have met the above criteria they pledged)
  - December 2011 is when the confirmation forms are sent to the students
  - January 2012 – students can start the confirmation process; different outreach is done at each school to help students complete the confirmation process
  - Confirmation due by April 1st
- Grants
  - These are awarded based on family need which is why students must have completed the FAFSA. Packages range from \$250 to \$2,500 per year
- WI Covenant Stats
  - UWM Stats:
    - As of July 2011 683 students had applied for Fall 2011; actual number of WI Covenant students attending UWM = 300 (range of backgrounds: 16 African American, 12 Latino, 2 Asian American, 18 Multi-Ethnic Students, 13 Southeast Asian, 226 White, 12 other; and range of disciplines but majority (117) fall into Letters and Science)
  - Statewide
    - 18,000 students signed the pledge 4 years ago; only 5,200 are benefitting from the program money and services
      - 81% of students are attending one of these 4-year institutions (Madison, La Crosse, Oshkosh, Eau Claire, & Milwaukee)
      - 6.3 are attending UW-Marathon, Rock County, Fox Valley, Marshfield, & Barron

- 70% of WC Scholars indicated they took AP courses
  - 26% are first generation college students
- Alberto's Role as the WI Covenant Coordinator
  - Recruitment: Help with pre-admission – talking with students and parents, outreach with local high schools,
  - Retention: use MAP works to identify students to contact, supplemental advising, tutoring resources, service learning, financial aid awareness
  - Help increase graduate rates of WI Covenant Scholars
  - Spends 70% of his time in DRO and 30% in Financial Aid
- WC at DRO
  - Preview Days, U-Visits, Using Talisma to connect with students, high school visits, national college fairs, pre-tours at the visitor's center
- WC Activities at UWM
  - Welcome Scholars Reception in September
  - Scholar leadership TEAM (monthly meetings)
  - Supplement academic and financial aid advising – check-in advising on Fridays from 9-12PM,
  - Weekly newsletter – Scholar connection
  - Calendar of events for WC scholars
  - Uses MAP Works to identify and connect with students
  - FYC Project Welcome (current scholars calling future scholars to remind them of upcoming deadlines)
  - WC Living Learning Community for 2012-2013
- Questions: Contact Alberto Maldonado, UW-Milwaukee WC Coordinator, [donpepe@uwm.edu](mailto:donpepe@uwm.edu) 414-229-1169

*Greg Jay and Kate Powers – Cultures and Communities Certificate(C&C)*

- Cultures & Communities has 3 Umbrellas
  - Institute for Service Learning
  - Community/University Partnership Grants
  - Cultures and Communities Certificate program
- C&C Certificate
  - Housed within the general education requirements (designed that students completing 5 C&C courses are well on their way to finish their GER's)
  - It is a coherent plan for doing GER's focusing on global awareness and multicultural training and something to include on a resume
  - Tries to involve student in intercultural communication
  - All students are required to do a service learning course
  - Utilize and refer your students to the C&C website: <http://www4.uwm.edu/cc/students/>
    - Website has information on the learning goals, certificate requirements, C&C course list, and advising worksheet and declaration form
  - C&C Coordinator/Advisor is no longer Iris Christian; instead students should contact Greg Jay or Kate Powers to get information about the certificate. Susan Fields is also assisting with the certificate program.
  - 5 Areas within the certificate: Core course, Cultures and Communities of the US, Global Perspectives, Art in Cultures and Communities, & Science and Culture & Society

### *Aggie Northrup – ACN Recognition Award*

- Aggie is the Chair of the ACN Awards Recognition Committee and the other committee members are: Christine Wolf, Maria Torres, Jon Broskowski, Yomarie Castellano, Katie Koncki, & Jason Altmann
- Deadline to apply for the award is February 7, 2012 and the award is presented at the May 2012 ACN meeting.
- Eligibility: Any advising/counseling professional that is full-time and directly responsible for the advising/counseling of current or prospective students
- Nominations are accepted from students, staff, faculty, or self-nominations. Nominations should support/document excellence in 4 areas:
  - Service to Students
  - Comprehensive Knowledge of School/College and the University
  - Positive and Supportive Relationships with Students
  - Involvement and Appreciation for the Profession of Student Services
- Nomination packet must include:
  - Award form
  - No more than 3 letters of recommendation addressing the criteria above, one letter must be from a student and another from the nominator (or if a self-nomination should be from supervisor)
  - Copy of the nominee's most recent position description
  - Copy of the nominee's updated resume or C.V.

### *Trisha Springstead and Carrie Cramer – Financial Aid – SAP Changes*

- Changes effective for the Fall 2011 term (once fall grades are posted)
  - Consists of both qualitative (GPA) and quantitative (time frame and pace) measures
  - No more time frame review forms but there will be academic plan forms which will be for students who require more than 1 semester to return to SAP that will be completed by advisors
- Qualitative – same rule applies as before if a student is dropped from their school or college they remain ineligible for financial aid
- Quantitative – Now done cumulatively not by semester
  - Timeframe
    - Students required to complete degree within 150% of credits to a degree
      - For degrees that are 120 credits, a student cannot exceed 180 credits
    - Counts all credits even if the student was not receiving aid when the credits were taken
    - Appeals process is the Academic Plan
  - Pace – progress towards degree
    - Student must complete 2/3 (66.67%) of attempted credits (attempted credits are evaluated on the 10<sup>th</sup> day of classes)
      - Total # of completed credits/total # of attempted credits
      - Example: Student begins fall with 59 attempted credits and 40 completed credits. After fall the student completes only 9 of the 15 attempted credits. Is the student within the timeframe? Does the student make pace?
        - Student is within timeframe because they have only 74 attempted credits after fall which is less than the 180 credits allowed

- Student does not meet pace because they have only completed 49 credits out of 74 attempted credits (=66.21%) so the student would be placed into financial aid warning status
  - All of these are counted towards a student's pace:
    - Transfer credits, remedial courses, repeat courses, incompletes, withdrawals, consortium, study abroad credits, changing majors, & retro credits
  - If student does not meet pace they are placed in financial aid warning status. At the end of that semester in warning status the student either is back on pace or is ineligible for aid
  - If a student is ineligible for aid they can appeal to a Financial Aid advisor
    - Student can appeal SAP status as long as it is reasonable that they can make SAP standards within one semester
    - The same non-academic circumstance can only be used in one appeal
    - If the Financial Aid advisor approves the appeal they have the next semester to get back on pace
- Academic Plan – developed on a student by student basis
  - In lieu of an appeal students can follow an academic plan that would ensure SAP is achieved at a specific point in time
  - Form obtained from Financial Aid advisor (it should have some information already filled out on it – should not be a blank form)
  - Student meets with their advisor to create a plan and figure out the number of semesters required to get back to SAP
    - Students return the form to Financial Aid
  - For advisors completing the form:
    - Can be as simple as how many credits you want them to complete each semester
    - Do not have to list specific courses on the plan – the number of credits is more important
    - List how many credits/semesters it will take student to reach SAP
  - Financial Aid will verify the student completes/meets what was on the academic plan
    - If student continues to meet the academic plan they will continue to be eligible for aid
    - If the student couldn't follow the academic plan, they are no longer eligible for aid
      - They would have to meet with a Financial Aid advisor to discuss if there is grounds for an appeal (but it would need to be a different non-academic reason than previously)
- Pace is calculated cumulatively and cannot be rounded, it is 66.67%
  - Attempted credits for pace are calculated on the 10<sup>th</sup> day of classes (even if a student adds/drops after that period it only matters what was on the schedule on the 10<sup>th</sup> day of classes)
- Questions asked:
  - Repeats: This policy is separate from SAP, but if a student has previously passed coursework (passed = D- or better) they cannot get aid for a 3<sup>rd</sup> take of the course
- Carrie and Sarah's would be willing if any schools/colleges wanted them to come and talk at staff meetings. Their contact information:
  - Carrie Cramer: [carrie3@uwm.edu](mailto:carrie3@uwm.edu) 229-5662 Trisha Springstead: [springtk@uwm.edu](mailto:springtk@uwm.edu) 229-6172

*Campus Community Reports (sent by e-mail)*

- Enrollment Services – Rachael Daniel
  - DES is currently recruiting for a Registration & Classroom Services Coordinator. This is an Academic Staff position, and applications will be accepted through November 10th. The UWM Jobs website has more detailed information.
  - A few important dates are coming up:
    - Friday, October 28th is the last day to drop courses (full-term). At this point, there will be a W notation on the transcript, and 100% of tuition and fees would be lost.
    - Registration for UWinteriM began on Monday, October 17th. Open enrollment will begin on October 22nd.
    - The Schedule of Classes for Spring 2012 will go live on October 31st. Enrollment appointments will show up in PAWS on November 14th. Priority registration for Spring 2012 will begin on November 22nd.
  - We would also like to ask for feedback on the recent upgrade to PAWS. We do understand there were a number of issues that came up, but most of them were able to be worked out by clearing browser cache. Unfortunately these issues did not present themselves in testing. Please let us know if there are any questions as well. We did have very low attendance for the open labs, so hoping that things are going well.
  - Our 12th annual Bake, Book and Media sale for the SECC will be held on November 10th. We are currently collecting books and media, so please donate if you can. For more information, please contact Jenny Elsner (x3159 or zjen@uwm.edu).
  - If you haven't already noticed, the way terms codes are determined has changed starting with UWinteriM 2012. This change was approved in 2005, and allows for a better understanding of how each term code is generated.

<b>Term</b>	<b>Term Value Coding</b>
UWinteriM 2012	2121
Spring 2012	2122
Summer 2012	2126
Fall 2012	2129
UWinteriM 2013	2131
Spring 2013	2132
Summer 2013	2136
Fall 2013	2139
UWinteriM 2014	2141
Spring 2014	2142
Summer 2014	2146

**Rationale:** The first number will be a 2; this will help us to clearly delineate the move to the new structure (the current structure begins with 1). This number can be incrementally increased to further the term coding structure.

The second and third numbers will be based upon CALENDAR year. For instance, all terms in 2005 would have second and third numbers of 05; all terms in 2012 will have second and third numbers of 12.

The fourth number will change depending on the term. For UWinteriM, the number will be 1 (because UWinteriM begins in January). For spring, the number will be 2 (because the first full-month of the spring term is in February). For summer, the number will be 6 (because most summer sessions begin in June). For fall, the number will be 9 (because the fall term begins in September).

- First Year Center – Colin Daly
  - FYC - Thank you for promoting the SSC events for October. We have had some great attendance at our events. The November calendars will be out next week!
  - Also, we will begin recruiting for Mentors and Orientation Leaders next month. More details coming soon.