

ACN Meeting Minutes January 17, 2012

Members present: J. Altmann, M. Buhrandt, A. Corner, C. Daly, A. Datey, K. Diener, J. Dorosz, M. Fero, K. George, D. Gygi, J. Hack, J. Hardy, N. Heinen, B. Hinshaw, T. Latona, A. Maldonado, C. Morris, P. Muas-Xiong, S. Perkins, K. Powers, E. Rolland, W. Scherer, M. Schmid, J. Spiess, L. Stark, J. Stein, D. Stewart, K. Swetzig, D. Unertl, E. Watkins, B. Williams, C. Wolf, A. Carreno, P. Schoessling, M. Keller

New Freshman Testing Updates – Sarah Perkins

- Each newly admitted freshman receives a NF Testing Packet
 - Each packet contains a personalized testing letter, freshman testing brochure (generalized brochure; for more specialized info go on their website)
 - Campus map with parking information
 - Cancel card if they will not be attending UWM
 - Out of area students receive information about overnight testing/NFO session
 - These packets only go out to new freshmen, not new transfer students
- Annual Timeline
 - Summer/Fall Admits
 - Last week of January is when the first batch of testing letters are mailed; they will go out weekly after that first mailing
 - Feb 1st – Registration goes live for both UW NF testing dates and regional dates
 - Mid March - Testing begins and runs through August
 - During Spring Break UWM has testing just for admitted UWM students. Benefit is that these students can do the Chemistry placement test and ESL Pic test which are not offered with regional testing
 - Winterim/Spring
 - First week of October – first batch of letters goes out to new freshmen; mailed weekly after that and the regional website goes live for testing
- Testing Stats
 - UWM Students (2011 Summer/Fall Admits)
 - 4011 completed placements
 - 2880 completed those placement test at UWM NF Placement Test Dates (92% show rate)
 - 1139 completed their tests on regional date
 - Regional Testing
 - Offered 9 regional dates
 - 1774 students tested on our location
- New Computer Based Testing Being Offered
 - Has to be at a designated testing location (cannot be done from a student's home)
 - Cost associated with this form; the paper placement tests are free for UWM students (which is not the case with every UW System school)
- Volunteer Help Needed – Spring Break and Good Friday-week after Easter
 - Looking for volunteers to help greet, direct, and talk with students and their parents here for testing (welcome them because for some students this is their first time coming to campus)
 - Only need people for 1 hour or less (around 8:15-9 AM)
 - Contact Sarah if interested in helping

NACADA Professional Development Materials – Warren Scherer & Jenny Hack

- ACN received a \$4,000 grant from the Professional Development Committee to buy materials from NACADA for professional development
- Warren sent a list to ACN earlier this year of what materials we have; the list is included at the end of the minutes
- The materials will always be housed with the Secretary/Treasurer of ACN, so they will currently be housed in Letters & Science in Holton, Room 130.
- There is a binder that has a list of all of the materials and items numbers. There are books, pamphlets, and discs that have Webinars and have a range of topics from those beginning as a new professional, to those supervising in advising, and working with specific groups of students
- You get each item for **3 weeks** (if you need longer contact the Secretary and you can extend it as long as no one else is waiting for the item).
- The list of materials will also be added to our ACN website

Campus Community Reports

- Enhancing Advising Subcommittee – Megan Schmid
 - Just found out that they were awarded the professional development award to have a 2-day training on motivational interviewing (focuses on behavior change, using open ended questions...)
 - Looking at dates now of when to have it; looking at spring break or before NFO's begin in summer
 - Will have space for 40-50 people and want to reach out to other offices on campus that could benefit from this in addition to advisors (also hoping to think about how we can train each other as peers since the capacity will be 40-50 individuals)
 - At their next meeting they will be reviewing at campus wide advising outcomes and things like online advising notes (by looking at other schools that use systems like at UW-Madison and Whitewater), as well as looking into having Campus Freshman Advising weeks (a common time period for freshman students to go see their advisor)
- Graduation/Retention Workgroup
 - Ericca encouraged everyone who hasn't already looked at the Fall 2012 Access to Success data to do so
 - There will be 2 Professional Development Seminars this semester
- Financial Aid
 - New SAP policy is under way
 - The academic plans received so far have been great and the questions advisors have been asking having been great
 - If we have questions they should be directed to the Financial Aid advisor listed on the Academic Plan form or Trisha Springstead
 - Trisha will be sending out information to ACN on accessing SAP information on PAWS and a credit calculator for finding pace
 - This semester we should only be doing academic plans for those exceeding the 150% credits
 - Grad students have been having some issues with the new policy (due to separating degrees + certificate...)
- Orientation Leadership Team
 - E-mail Lori Sieckert (sieckert@uwm.edu) about updating/adding to the list serv
 - Planning process for 2 overnight orientations
 - Let the committee know any feedback

- First Year Center – Colin Daly
 - Applications for OL and Mentors due February 10th, so keep sending recommendations
 - If you need more flyers contact Colin
 - Transfer and Adult Student Orientation – Jan 18th
- Student Accessibility Center (SAC)
 - New Assistant Director: Martin Keller
- Panther Academic Support Services – Mary Knasinski
 - Finishing up winter tutoring and gearing up for Spring 2012 semester tutoring
 - Tutoring begins the 2nd week of classes
- Department of Recruitment and Outreach
 - Beginning their travel season soon (WI, MN, IL...)
 - If you go to visit.uwm.edu you can see all of the places reps will be traveling to
 - Tours are filling up so contact DRO if you need to set up a tour

Announcements

- Academic Staff Committee – Reminder about E-Day: Jan 17th – Evaluations Due
- Kelly Diener from Athletics thanked everyone for completing the certification sheets (over 90% have been submitted) and she welcomes feedback on how the process went. Some students may need a new sheet completed if they changed major.
- Alberto Maldonado – WI Covenant reminded everyone about helping working with high school students to complete the FAFSA – volunteers needed Feb 18th & 19th. Contact Alberto with questions.
- Dinah from Peck School of the Arts gave out flyers of some remaining Theatre classes that are still open and count towards the GER requirement like Out and About in Milwaukee; Art 107 is a painting class open to non-art majors. Next year is year of the arts so there will be lots of special programming next year so more information to come.
- ACN Award applications are due February 7th

NACADA Professional Development Materials

1. Peer Advising: Intentional Connections to Support Student Learning (M13)
2. Academic Advising: New Insights for Teaching and Learning in the First Year (M14)
3. Advising Special Populations (M17)
4. Advising Student-Athletes: A Collaborative Approach to Success (M18)
5. Advising Students with Disabilities: Striving for Universal Success, 2nd ed. (M19)
6. Scholarly Inquiry in Academic Advising (M20)
7. Academic Advising Administration: Essential Knowledge and Skills for the 21st Century (M22)
8. Guide to Assessment in Academic Advising, 2nd ed. (M23CD)
9. Career Advising: An Academic Advisor's Guide (P08)
10. The Handbook of Career Advising (P10)

11. Advisor Training and Development Coordinator Package
12. Foundations of Academic Advising Package
13. New Professional Advisor Package
14. Retention and Persistence Package
15. Understanding Cultural Identity & Worldview Development (PG03)
16. Student Learning Outcomes: Evidence of the Teaching & Learning Components of Acad Advising (PG06)
17. Acad Advising Syllabus: Advising as Teaching in Action (REC005CD)
18. Stdt Learning Outcomes: Evidence of Tchg & Lrng Comp of Acad Advsg (REC006CD)
19. The Role of Faculty Advisors in Stdt Success (REC007CD)
20. Components of Scsfl Faculty Advising Pgm: Inst'l Cmtmnt, Profes Develop, Incentives...(REC008CD)
21. Using CAS Standards, NACADA Core Values and Concept of Acad Advsg to Assess Advsg Pgm (REC011CD)
22. Creative Utilization of Technology in Academic Advising (REC012CD)
23. Getting Connected: Using Online Resources to Support Academic Advising Professionals
24. Tips and Tools for Advising as a Teaching and Learning Process (REC014CD)
25. Effective Academic Advising Strategies (REC015CD)
26. A Strengths Development Approach (REC016CD)
27. Using Groups in Academic Advising (REC017CD)
28. College Student Mental Health: Information and Suggestions for Academic Advising (REC018CD)
29. Legal Issues in Academic Advising (REC019CD)
30. Understanding and Addressing the Needs of Adult Learners (REC020CD)
31. Advising Students on Academic Probation (REC022CD)
32. Advising Undecided/Undeclared Students for Success (REC023CD)
33. Making the Grade: What Advrsr/Admins Need to Know to Better Assist Stdnts w/Disabilities (REC024CD)
34. Swirling to a Degree:The Ups and Downs of College Transfer (REC025CD)
35. Shared Responsibilities:What Advrsr & Admins Need to Know to Better Assist GLBTOA Stdnts

(REC026CD)

36. Advising Student-Athletes on a College Campus (REC027CD)

37. Infusing Research into Practice: Multiple Pathways to Conducting Research in Acad Advising (REC030CD)

38. Expanding Your Comfort Zone: Strategies Dvlpg & Demonstrating Cultural Competence Ac Adv (REC031CD)

39. Significant Conversations: The Art & Science of Communication in Transformational Advising (REC032CD)

40. Breaking Bad News: Delivery Techniques that Help Students Make Good Alternative Choices (REC033CD)

41. Success w/ Parent Education: Dialoguing w/ New Students & their Parents at Collegiate Level (REC034CD)

42. Making Career Advising Integral to Academic Advising (REC035CD)

43. Advisors Help Students SOAR to Academic Success (REC036CD)

44. DIFS Makes the Difference in Stdnt Motivation: Both Skill & Will Needed for Student Success