

ACN Meeting Minutes: September 19, 2016

Members present: S. Bednar, M. Blahnik, M. Bollen, M. Camacho, A. Cardos Whaley, Y. Castellano, N. Claas, S. Conway, G. Cooper-Sperber, J. Cummins, T. Current, K. DeMartino, G. Dorantes, R. Doss, C. Faurote, S. Glaser, S. Gosz, J. Hardy, B. Hinshaw, M. Horvath, C. Hunt, T. Jones, S. Kaempfer, A. Lopez, J. Maisells, J. Martin, M. Moore-Geissler, J. Murray, O. Navarro, B. O’Lena, C. Pahl, G. Pano, R. Reece, K. Roosevelt, A. Sadowsky, W. Scherer, G. Schuttey, L. Stark, J. Schansberg, S. Terry, A. Troiano, D. Vang, H. Vara, J. Walker, B. Williams, C. Wolfe,

Total: 46

UWM Center for Community-Based Learning, Leadership, and Research
(www.community.uwm.edu): Laurie Marks (CCBLLR)

- Laurie Marks discussed what CBLLR does. It’s their job to partner with local community nonprofits and agencies to find opportunities for students, faculty, and staff to volunteer.
- The Chancellor has talked a lot about community engagement – it’s a pillar in UWM’s strategic plan. UWM has always been engaged campus – always been one of the most community engaged in Wisconsin.
- Why has community engagement and service learning risen in relevance?
 - Evidence shows that students engaged in community-based learning have:
 - A better understanding of multicultural relationships
 - A better understanding of coursework when connected to service
 - Service learning also increases retention; students engaged in this work are more connected to campus.
 - Students learn leadership skills and civic and social responsibility.
- UWM has logged 56,000 hours of community engagement. That includes service learning and co-curricular engagement. 60 courses have academic service learning components.
- UW Madison has logged about the same amount of service learning but has more students.
- Volunteer programs include:
 - Recurring weekly service, such as the Hope House Food Pantry and The Gathering, a meal program for the homeless
 - Alternative spring breaks to Asheville, North Carolina
 - Monthly one-time events
 - Programs related to elders: Adopt a Grandparent; Timeslips (creative storytelling for people with dimension) and SnoPatrol, shoveling walkways.

- College Bigs and Youth Mentors programs
 - Center operates community-based work study programs placing 40 to 60 students in MPS as tutors and mentors.
- Also, CCBLLR is a drop-in center; students can come any time to find ways to volunteer. Center staff will discuss with them what will be their best option for volunteering.
- **Service learning:** UWM credit-bearing educational experience where students go out to volunteer in the community and then reflect on the experience in the classroom; they reflect on how the experience relates to course content and their own identity. Over 3,400 students engaged in this.
- Service learning is now automated and done through PAWS, so there is not a lot of interaction that CCBLLR has with those students, but they are big part of what campus does in terms of engagement.
- **Student Services Record (SSR):** If students want to track their service through college, they can use this tracking system. CCBLLR staff can give them orientation on how to use the software and will also give an award when a student reaches 75 hours. Email leader1@uwm.edu to set up a meeting and start the program.
- **Community Leaders Internship program:** provides all of the off-campus **work study positions with nonprofits**. Includes environmental, arts, historic sites, LGBT orgs, local foundations, health orgs, etc.
 - Developed so that students can do work study through an internship program.
 - Instead of just being jobs, these positions are re-tooled so that students go through a series of leadership development components as they are working at their off campus sites.
- CCBLLR is also involved in the **leadership and education LLC**. Students take Ed Policy 315 and are involved in service learning.
- **Community Leadership Lab** – This is an overnight retreat weekend at Camp Minicani. Includes students in LLC as well as other students in other programs. Students engage in activities to explore leadership ID.
- If you advise a group on campus, Marks can come in and do **challenge courses, etc.** with the group.
- **As part of UWM's 60th anniversary, office was asked by chancellor to lead 60,000 hour challenge.** In past, UWM tracked about 56,000 hours. CCBLLR is now aiming to track 60,000 hours in honor of 60th anniversary.
- Marks says she knows this will be possible because there are many hours that are going untracked right now. She has set up on the 60th anniversary website a form where you can input your community service hours and info.
- If you aren't involved, and this feels inspiring, let CCBLLR know. Have lots of opportunities available. One involves the Mobile Food Market, where participants take the mobile market to neighborhoods where fresh produce is low. Need teams of four to give 2.5 hours a month.
- Make a Difference Day is also coming up.

- Kapco Challenge: This event is an “Amazing Race” type event for the public good. Teams of college students from across Milwaukee are given a box with seed money and instructions. They have to go out and try to make a difference in people’s lives with that money. The winners go on to compete with other schools.
- Marks gave out some T shirts to some attendees who are already doing community engagement. She has more T shirts available at CCBLLR for people to wear while volunteering.

Study Abroad and New Resources for Advisors: Sharon Gosz, Yomarie Castellano, Ramona Washington, Megan Bollen, and Claire Hunt

- Sharon Gosz explained that CIE is broken up into four areas: Academic and Research Programs, which houses the global studies and International studies programs; the International Students and Scholars Services (ISSS), which assists incoming international degree-seeking students and scholars; the Institute of World Affairs, which does community programming, including the CIE annual conference; and the Study Abroad office, which assists UWM students who want to study abroad and incoming exchange students from UWM partners abroad.
- Gosz discussed the benefits of studying abroad. Students:
 - Gain international perspective
 - Have a 25% higher starting salary
 - Find a job quicker than other students
 - Have higher graduation rate and higher rates for graduating in 4 years.
 - Have higher chance of being accepted into their 1st and 2nd choice grad programs
- The Study Abroad office has information on a variety of programs in a variety of lengths, from two weeks to a whole academic year.
- UWM offers short term programs during Summer and Winterim led by faculty members. For this type of program, students travel abroad with a UWM faculty member who teaches a course in a particular subject area. On most faculty-led programs, students will be with the same group of students all of the time and much of the planning of events will be decided by the professor. They are a good option for students who are nervous about leaving for a whole semester or year. Megan Bollen is the contact person for those options.
- Study abroad internships are available – they can be added on the backend of a study abroad semester or just stand alone.
- Non-UWM programs are available as well; credits would appear as transfer work on UWM transcripts.
- The study abroad office works with students to see what fits best with their schedule and programs. They have students look at a program, see what courses are available, and then discuss with their academic advisors which courses they need for their degree.

- Almost every school and college offers a faculty-led program. If you don't know of one in your school or college, talk to the Study Abroad office. (Megan Bollen).
- All programs offer academic credits toward a degree. Some offer GER credits.
- Sport and rec courses abroad, however, cannot be transferred in.
- Different teaching and grading styles in other countries, so non-UWM credits need to be evaluated by office before being posted.
- Course selection and availability varies by host institution/study abroad program provider.
- Yomarie Castellano discussed financing study abroad.
 - Students can use financial aid to pay for study abroad
 - Also scholarships and grants for study abroad are available.
 - Can also use other scholarships not specifically for study abroad.
 - Wisconsin Study abroad Grant – award amount varies depending on the length of program; up to \$1,000 for Summer/Winterim and up to \$2,000 for semester/academic year. Applicants must be in the FAFSA system, Wisconsin residents, and be pursuing their first bachelor's degree.
 - Benjamin Gilman – students who are Pell Grant eligible can apply. Want to diversify the students who go abroad and where they are going. Ramona Washington holds information sessions on how to put together a competitive Gilman application.
 - The Boren Awards are a \$20,000 scholarship. Students have opportunity to work for government after completing their degree.
 - More scholarships at <http://uwm.edu/cie/study-abroad/financial-planning/scholarships>
- Info sessions are available for students to learn more about how to use financial aid to pay for study abroad and scholarship opportunities. See <http://uwm.edu/cie/events/category/study-abroad/list/> for info sessions.
- Ramona can advise on how to put together a competitive scholarship application. Some of the scholarships are national scholarships, but UWM has usually had a handful of students each year that get them.
- Program cost info – The office puts together a basic budget for the program, which can be used for financial planning. In addition, the financial aid office uses this information when recalculating the student's aid for their term abroad
- **Application deadlines:** Oct 1 for Winterim and Spring programs. March 1 for Summer, Fall, and Academic year programs.
- Question: Do scholarship deadlines coincide with application deadlines? Some do and some don't. Typically scholarship deadlines are early October. May not be exact date of our deadlines but close.
- Academic advisor conference sheets are for long-term programs and non-UWM programs.

- Purpose of academic advisor sheets: Get students to talk to their advisors about what program requirements they can complete while abroad.
- Claire Hunt discussed a new resource for academic advisors.
<http://uwm.edu/cie/study-abroad/for-academic-advisors>
- Hunt created web pages on the Study Abroad website for advisors to use. Pages contain reasons why students should study abroad, links to scholarships, info on how transcripts are processed, updated course equivalency form, and FAQ.
- If your questions are not answered there, feel free to reach out to study abroad office.
- Gosz discussed the course equivalency approval process.
 - Tried to streamline form to make it clear what students need to do and what advisors and/or faculty chairs/deans need to do.
 - Students can do it prior to or after study abroad.
 - Students should keep all syllabi from courses taken abroad so they have a course description and syllabus to give to faculty to evaluate course.
 - On the course equivalency form, students need to indicate if there is an exact equivalent or if it is a general elective.
 - They have added space for both a signature and printed name to see who is approving.
 - Approval can be noted as tentative or final.
- The form is optional, but students are strongly encouraged to go through process. If they don't turn in a form, study abroad coordinators will evaluate the courses and post courses as elective credits.
- UWM credit – always remains as 197, 297, 397 or 497 on the transcript.
- Program course equivalency search: The office has kept a database of previous course equivalency approvals. Students can search by program or subject to see historical equivalency approvals for courses abroad.
<https://uwmilwaukee.studioabroad.com/index.cfm?FuseAction=Programs.Courses&>
- Question: We are having challenges with courses coded as 2/3/497 that are pre-reqs for other courses. Unfortunately, CIE can't solve that. Has to be those numbers on a transcript to show the course was taken abroad and not at UWM. Otherwise, it looks like the course was taken at UWM.

Lawton Scholars Update: Warren Scherer

- Warren Scherer gave info and updates on the Lawton Scholars program.
- New location: The Inclusive Excellence Center is now in Union 119.
- Mai Yer Yang is the new assistant director and Lawton Coordinator.
- Email address: uwmlawton@uwm.edu. Please have students use that email for questions since all staff access that email. (If a student emails an individual staff member who is out, that email will be missed.)

- The Scholarship program had \$2.3 million for the 2016-17 academic year. That figure was down about \$60,000 from last year.
- Invitation: They began offering/inviting students on July 6, 2016.
 - Students were given 21 days to respond to initial invitation.
 - Students are reminded that the money is given on a first-come, first served basis.
 - No one is guaranteed the money every year. They don't hold money for students even if the students participated in the program in the prior year.
 - Students must respond to invite and agree to requirements every year.
- They exhausted all funds by August 31.
- 992 students for fall 2016 (list finalized after census date). For a list of your students, email uwmlawton@uwm.edu.
- Same eligibility criteria as before. Eligibility criteria set by UW System.
 - Students must agree to requirements before funds are awarded a.k.a. applied
 - Based on the PRIDE message
 - \$2,500 for the AY
 - Sophomores and juniors have Lawton Scholar Success Advocates (LSSA)
 - All scholars have a Lawton D2L portal
 - Must meet with Academic Advisor once per semester
 - Must successfully complete ECON 110 in 1st 2 semesters in Lawton
 - E-Portfolio due toward the end of the AY
- Changes to program:
 - Switched from Map-Works to using PRIDE survey.
 - **No longer using Advisor form to log meeting with an advisor.** The Center will pull information on advisor meetings from the SSC.
 - Encourage students to submit FAFSA as soon as possible.
 - Students must submit their own documents, including ePortfolio. If appealing Econ 110 requirement, students need to submit the appeal themselves.
- Sophomore and junior program requirements are different than senior requirements. Eligibility requirements are the same.
- Dual scholars – those involved in the Life Impact and WiscAMP scholars – have been told that requirements in those other programs trump Lawton requirements. Those programs have more requirements, so if students complete them, they meet Lawton requirements.
- **Students involved in these other areas** should contact Center as soon as possible, so Center can make adjustments as needed:
 - Students who are on a study abroad
 - Students who are distance learning
 - Students with ARC VISAS (Contact Center BEFORE the deadline for portfolios/forms)
 - Students involved in consortium agreements – if they are doing credits elsewhere, they might be bumped out of the program for not having enough credits at UWM. Need to contact Center to make adjustments.

- General information:
 - When money runs out, it's out. **All money for this AY was gone by August 31.**
 - Center invites more students than are accepted – 992 students in cohort but initially offered scholarship to 1,700. They over-offer because there are bound to be students who won't be full time or meet GPA requirements.
 - Lawton Office takes responsibility if there is an error in distributing funds. If it's a student's error, they acknowledge it and try to move through it.
 - No student is promised or guaranteed funds.
 - **Appeals:** The only requirement that is appealable is Econ 110. Can't appeal portfolio.
- Dispelling myths:
 - There is no application; it's by invitation only. Center tries hard to be equitable in treatment.
 - Students complain about requirements, but they have lessened requirements each year. Previous to the 2013-14 academic year, the program just gave students money; the program shifted to having requirements because System asked the Center to run the program differently. The program has shifted to focus on tasks students are already doing, so they don't really have to add extra work/time to meet requirements.
- Any questions? Email uwmlawton@uwm.edu.

Student Success Collaborative Updates: Angela Sadowsky and Brennan O'Lena

- Angela and Brennan displayed the student view of the SSC and explained various sections of it.
- Students can get to the SSC through a link on the UWM homepage and in the One Stop Student Services site.
- When students log in, they will see classes in which they are enrolled as well as classes they dropped.
- **Progress reports:** Provost Britz will be contacting faculty about inputting progress reports. The SSC office will also send out reminders to faculty.
- **Reports tab:** Students will be able to see those progress reports as they are entered. If a student is failing, both the student and the student's advisor are notified.
- All faculty will submit progress reports, but they are not expecting upper-level faculty to participate as much as 100-level instructors who are used to doing these reports.
- **Notes:** Any notes you share with students can also be seen on their site. You must check a box when making notes for the notes to be shared.
- **Calendar:** A student's calendar will show his/her class schedule and any particular meetings scheduled.

- Student selects “Get advising” to make an appointment. Open slots will be tied to the advisor’s availability.
- If a student has multiple programs, he/she will see those programs.
- There is a training video available here to show students how to make appointments. http://uwm.edu/academicaffairs/academic_priorities/student-success/student-success-collaborative/)
- Students are encouraged in the training to select a method for receiving a reminder.
- They can submit comments for the advisor when making the appointment, but that’s not mandatory.
- Both the student and advisor will get a confirmation of the appointment. If the student wants an email reminder, the email comes the day before the appointment. If a student selects a text reminder, the text is sent an hour before the appointment.
- Emails were sent out advertising the SSC to students: freshmen were alerted on Monday, sophomores on Tuesday, juniors on Wednesday, and seniors on Thursday.
- Right now, students’ names will not appear on an Outlook calendar when they make an appointment through the SSC, but that is one of the changes they are requesting from EAB.
- Use “upcoming appointments” in your SSC portal for a good list of appointments for the day.
- The UWM Academic Affairs website has info on how to use SSC. http://uwm.edu/academicaffairs/academic_priorities/student-success/student-success-collaborative/
- The implementation plan was to get school and college advising offices up and running for the fall semester. They will focus on other resource centers in upcoming months. Hopefully everyone will be on board by winter.
- Questions: contact Brennan O’Lena or Angela Sadowsky.

Announcements:

- **Enhancing Advising** (Angela Sadowsky): EAC held its first meeting of the semester last week. In October, it will be firming up goals for the year and new action items.
- **Student Success Center** (Brennan O’Lena): Map-Works is gone. The SSC will be launching the PRIDE survey next week to all first year students and anyone in housing.
- **New Student Orientation** (Jennee Schansberg): Currently they are in the phase of assessing the past summer’s orientation sessions. Feedback on NSO and TASO was due last Wednesday.
- **Financial Aid:** Yesterday (last Monday) was the census date. If a student drops classes now, those credits will still count toward SAP Pace and Timeframe.
- **Center for International Education** (Christine Wolfe): The Harry S Truman scholarship program application is now available. Christine Wolfe is staff rep for this program. She can put forward four students who are interested in public service careers. She has to unlock the application for a student to apply, so send interested students to her. They

are mainly looking for juniors, but there is some wiggle room. Must be high-achieving students.

- **Mindfulness program:** The Mindfulness program for staff in fall filled within 30 minutes. Wolfe noted there will be a program for faculty in spring, and they will work on ways to make it a sustainable program for staff in future.
- **Registrar (Brian Hinshaw):** The office will be presenting next month at ACN. They will discuss the office's reorganization. Jamie Kiefer has moved to part time, so if you have been contacting her, please move to using the RO Contact form, so her inbox is not flooded. Regoff@uwm.edu can also be used.
- **LGBT Resource Center (Jennifer Murray):** Jennifer introduced Jeanette Martin as the new assistant director. She will be providing ACN with updates. Other center announcements:
 - Student position available: The position would be a liaison between CPARC and LGBT Resource Center.
 - **Wisconsin Trans and Queer People of Color Summit** will be held from 8 a.m to 8 p.m. Saturday, October 1, in the Union Ballroom.
 - Will announce Safe Space Training days in the near future.
 - **Coming Out Monologues** will be held in the Union Fireside Lounge from 6 to 9 p.m. on Oct. 11, National Coming Out Day.
 - Opening night for the **31st Annual Milwaukee LGBT Film/Video Festival** is Oct. 12. KIKI is the opening film in the Union Cinema.
 - **UWM Annual Drag Show** will be Feb. 18, 2017, in the Milwaukee Theater. Contact Keri Duce if you are interested in being part of the faculty/staff group.
 - For other events, see the events page on their website (<https://uwm.edu/lgbtrc/events/>) and/or their facebook page.
- **Center for Student Involvement (Kirstin DeMartino):** DeMartino is the assistant director of leadership and student involvement. She announced that **Leave Your Mark** monthly workshops start Oct. 3 and run every Monday from 4 to 5:30 p.m. in October in Union 240. See here for more info: <http://uwm.edu/studentinvolvement/event/leave-your-mark-mentoring-and-empowering-others/>
 - **10 scholarships available for students to attend the Walk the Talk Conference** on Oct. 13. Must apply by Sept. 30. It's a full-day conference in Milwaukee focused on how creativity can impact change. Find out more here: <http://uwm.edu/studentinvolvement/event/walk-the-talk-mke-2016-10-scholarships-available/>
 - Distinguished Lecture Series will host two of the Black Lives Matter founders. Ticket info coming out soon. For more info on event: <http://uwm.edu/studentinvolvement/campus-traditions/distinguished-lecture-series-dls/>

NEXT MEETING: Tuesday, October 18, at 8:30 a.m. in Union 191.