

Enhancing Advising

Meeting Minutes

January 10, 2014

Present: Jen Hayes, Michele Fero, Joel Spiess, Rebecca Olsen, Kristin George, Kate Powers, Kathy Barnes, Brian Williams, Tina Current, Kristin Roosevelt & Angie Sadowsky

Next meeting: February 18, 2014 at 10:00am to 11:30am (following ACN; meeting room TBD)

I. Committee Overview

- The meeting began with introductions around the room, with members sharing what school/college they represent, why they joined the EA committee and their hopes for the committee.
 - Many members shared the passion for advancing initiatives related to advising and were grateful for the opportunity to collaborate and meet with advising colleagues from across campus.
 - The hopes of committee members were to continue the successful projects/initiatives this committee has implemented on campus and to further the collaborations to align the advising practices of advisors at UWM, to provide professional development and overall streamline the advising experience for students.
- The first order of business was to look at the mission and vision of this committee. There has been no formal mission/vision developed, so the discussion began around whether or not this group should do that. The group brainstormed ideas and came up with a list that will be revisited at a future meeting and will eventually be drafted into a mission. We agreed that the purpose of the Enhancing Advising Committee is to:
 - Focus the work of the committee on UWM Advising
 - Advocate for Advisors
 - Provide professional development opportunities for Advisors
 - Collaborate with advising units across campus & encourage information and resource sharing among advisors
 - Improve the students' advising experience and streamline advising practices at UWM (across schools/colleges)
- One common concern was that the advisors at UWM do not have access to an Advisor-Only group. From this came the idea to create a PantherList for UWM Advisors. The committee chair will create a list and add a few moderators to help manage requests. She will contact Brian Hinshaw to request a list of Advisors of Record to begin the list. Any additional members will need to be added by the EA Committee Chair. *This will be a list meant to share important advising information with Advisors.*

II. Enhancing Advising Initiatives

- The committee reviewed the initiatives specific to 2012-2013:
 - Campus-wide initiatives- Motivational Interviewing Workshop

- New Student Advising Week(s)- individual school/colleges approached this differently, some had mandatory sessions, others were able to reach out to individual students, but overall, this seemed to be an effective initiative
 - Professional Development Brown Bags- webinars; UWM staff meet & greet; Student Development Theory
 - The meet & greet was successful and may be considered as a repeat event for the future.
 - Student Development Theory may become part of the discussion related to retention on campus
 - Advising Survey (survey that was sent to Advisors)
 - Most of the findings pointed to issues/concerns which we hope to address with the mission we create that the work the committee will be tasked with
- The committee then discussed future initiatives for the committee:
 - Discussion/EA Meeting focused on the Probation Hold/Follow-up procedures
 - This was an initiative from a few years ago that was implemented as a way to connect with students who are on probation. The goal of the discussion we will have is to re-evaluate the effectiveness of the process currently in place and to look at the procedures being used in advising offices on campus.
 - We will request student data from Brian Hinshaw to help us determine the effectiveness. Brian and Seth will be invited to the meeting as well to assist our understanding of the data we receive.
 - We will use the February meeting to have this discussion.
 - MAP-Works Discussion
 - The concern around how MAP-Works is currently being used and the general effectiveness was discussed by the group. We may have a future meeting focus on MAP-Works and invite Keri Duce to hear our concerns. However, due to the fact that there is a MAP-Works committee in place, we may revisit instead a more general discussion around retention practices in advising.
 - On-Campus Professional Development
 - It was suggested that instead of attempting to host outside presenters or choose webinars to view, we could ask UWM advising staff to present workshops on campus. This would be of benefit to the University in that it would:
 - not cost any additional funds
 - provide Professional Service opportunities for Probationary Staff
 - access the expertise that we have in the staff at UWM
 - The committee agreed to attempt to host at least one workshop on campus this semester and will have future discussions about the selection process and frequency of offerings. This discussion will resume at the March meeting.

III. Next Steps

- There were a couple of agenda items that were not discussed:
 - Campus Advising Brochure- because offices are moving, it was decided that we may want to include an insert in next year's printed copies for NSO with any

- office location updates. The EA committee chair will follow up with the SSC to figure out the logistics for including those inserts for the NSO copy run.
- NSO Parent Advising PowerPoint- we did not have adequate time to discuss any updates that need to be made to this PowerPoint, but because this is not an urgent item, it will be discussed in another meeting this spring.
- The committee agreed to meet once per month immediately following the ACN meetings. Meetings will be held in a room in the Union (to be determined). The spring schedule will be as follows:
 - Tuesday, February 18- 10:00am to 11:30am
 - Tuesday, March 18- 10:00am to 11:30am
 - Tuesday, April 15- 10:00am to 11:30am
 - Tuesday, May 20- 10:00am to 11:30am

**Minutes submitted by Jen Hayes, EA Committee Chair on 1/10/14*