

Enhancing Advising Meeting Minutes

October 14, 2014

Present: Jen Hayes, Pam Schoessling, Angie Sadowsky, Tobiah Deutsch, Kristin Roosevelt, Brian Hinshaw, Jason Anderson, Rebecca Olsen, Kate Masshardt, Ebony Cobb, Michele Fero, Tina Current, Alejandra Lopez, Kathy Barnes, Ashlie Schaffner, Dorrie Van Kerkvoorde

Next meeting: Tuesday, November 11, 10:30am to 12:00pm
Union Room 143

I. Updates

- Advancing Advising Update: No recent updates. Jen will have a meeting with Gesele Durham soon and will report an update at the next EAC meeting.
- Online Academic Recovery Program Development: The group has a D2L site now and is working to add content to the site. The hope is to present to ACN in January or February.
- Advising Learn at Lunch: Ashlie updated and shared that the first meeting will be on Thursday. There are about 25 participants at this point. They are looking to add more articles to the queue for the future, so if there are great articles/publications, please send them to Ashlie or Rebecca. They are looking specifically for scholarly articles and plan to meet and review these articles once per month.

II. Discussion/Action Items

- Unconference Debriefing: Jen asked for the group to first give their feedback about the unconference. The group overwhelmingly felt that the unconference had a positive tone. It was appreciated that there was time to connect and network with advisors from across campus. Topics discussed were timely and the directive to have an action item or take away assisted the group in understanding the task at hand. There was a collaborative, healthy approach to discussing the state of advising on campus, which is different than past events (such as A2S). It was noted that in the future, it would be nice to have administration there, but this first experience was rich because it was only advising professionals engaging in the conversations. There was discussion about how to increase the funding to improve the venue and not have to work off of no budget and discussion about how to improve the structure of the time as some felt it was long. Overall, there is encouragement from the group to host another unconference. The hope is to have a mini-unconference in February.
- Next, the group began to review the take aways/action items for each session of the unconference to develop EAC action steps. The group was only able to review the first three topics: Math Pathways, Consistency of Student Experience and PAWS & Registrar's Updates
 - Math Pathways: the participants in this session appreciated time with a faculty member who viewed the advisors as having an important perspective to provide. The take away from this session was that there will be a Winter Workshop for selected students and Kyle will be at the ACN meeting in November with an announcement. This insight and discussion with Kyle was valuable so that Advisors are prepared when students ask about this new support with Math.
 - **Note to ASALC**: information shared at AAPC is not always making its way to the advising offices.
 - Consistency of Student Experience: An action item from this session is that the Registrar's office will create a library of policy implementation by school/college. This is

an initial step toward a consistent student experience. If Advisors can access information about how another school/college implements a policy, they can appropriately refer a student. Also, this would be a place where the ASALC would have access to see where inconsistencies are occurring and address them as deemed necessary.

- **Note to ASALC:** there is high interest in digitizing signatures and forms to improve efficiency and streamline the process for students where forms are required.

Another action item which came from this topic was to create a **work group** that would focus on developing an Advising Syllabus and expectations for what students can expect to learn in their first advising meeting so that the *experience* of advising on campus is consistent, as it will take much longer to have consistent policy implementation.

Ultimately, the group would complete a self-study and report to the ASALC.

- PAWS & Registrar's Updates: The take away from this discussion was that there needs to be consensus on campus about where to store student notes and more importantly a training for advisors on how to take notes about interactions with students. The action item that has come as a result is that there will need to be a **work group** created to report out how notes are used in schools/colleges and then work in collaboration with the ASALC to determine what would be best system to use to keep student notes that would benefit students and provide access across campus to advising professionals. This work group would determine the pros/cons to each system currently used and propose to the ASALC the one or few systems that the campus adopt.

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**Minutes submitted by Jen Hayes, EA Committee Chair on 10/28/14.*