

Enhancing Advising Meeting Minutes

November 11, 2014

Present: Jen Hayes, Pam Schoessling, Angie Sadowsky, Jason Anderson, Rebecca Olsen, Kate Masshardt, Ebony Cobb, Michele Fero, Tina Current, Alejandra Lopez, Kathy Barnes, Dorrie Van Kerkvoorde, Brian Williams, Tamm Taylor, Gricelda Estrada

Next meeting: Tuesday, December 9, 10:30am to 12:00pm
Union Room 143

I. Updates

- Advancing Advising Update: The Advising Working Group, now known as ASALC, has approved the structure of Enhancing Advising Committee as we had proposed. The new structure will pose some interesting transitions, but we have not yet been informed as to when the new structured group will be put into place. After the next ASALC meeting, Jen will receive an update and share with EAC.
- Online Academic Recovery Program Development: The group is continuing working to add content to the D2L site.
- Advising Learn at Lunch: The group is starting up and things are going well so far.

II. Discussion/Action Items

- Unconference Debriefing: We continued our discussions about the findings from our Unconference in October. We did discuss the development of several work groups and these groups do not need to be confined to EAC. The work group members can reach out to ACN and ask for more people to be involved if needed.
 - UWM Core Competencies: This discussion was interesting as there was the sense that UWM does not have an expected set of core competencies for Advisors, but the Advisors at the Unconference seemed to agree upon what they should be. The discussion at the Unconference began as a survey of the competencies of the people in the group. At the end of the discussion, it was determined that collectively, the Advisors possessed the core competencies as outlined by UW-Madison. The discussion then shifted to what we should expect from Advisors on campus upon hire and what can we as a campus provide as training and development for Advisors?
 - Suggestions from EAC:
 - Workshop/Orientation for Advisors called "Advising Orientation for New and Not-So-New Advisors"- this could be a collaboration with the Higher Education Administration program on campus- with the training focused on Student Development and Adult Learning.
 - Mentoring Program for new hires- Identify potential Advisor mentors on campus to provide assistance in developing our new Advising staff in becoming acclimated with UWM and focusing on student development and advising best practices.
 - NACADA Emerging Leaders Program could be something that ACN could look into offering on campus.
 - EAC needs a **Work Group** to further develop these ideas and work with **ASALC** to understand that possibilities and logistics of such programs.

The **Core Competencies Work Group** will be Brian Williams, Pam Schoessling and Gricelda Estrada.

- Office 365/Tech Use/Notetaking/SSC/Map-Works: This discussion began as a review of the Office 365/Tech Use session, but morphed into a discussion about technology use on campus for Advising purposes. The ultimate question that was asked was- WHAT TECHNOLOGY(IES) SHOULD WE USE FOR ADVISING? The reality is that there are many systems and although we understand the usefulness of some, we have not received enough training on all to understand the power of each or how to use them in combination with one another. The campus spent a lot of money on the SSC, but not all schools/colleges are encouraging their advisors to use it. MAP-Works took 8 years to be successfully implemented, so we believe that SSC should expect a longer implementation process than the few months that we have had it. It is suggested that:
 - EAC will develop a work group to be responsible for investigating the best use of the systems we have on campus. We will ask the ASALC for time on their next agenda for the **Advising Technology Work Group** (members are Tina Current, Angie Sadowsky and James) to come and discuss the following questions:
 - How can we successfully implement the SSC?
 - How should the SSC and MAP-Works systems work together?
 - What guidance does ASALC have in regards to how we should be tracking Advising Notes?
 - We are hoping that by the end of the semester we have an idea of how we will use the systems for advising.
 - Gina Schorr should have meetings with individual schools/colleges to ensure that the SSC is functional and accurate for the schools/college's programs.
 - SOIS has a lab available on Fridays and we could have a standing "on-call" support meeting/forum set with Gina for Advisors to get their questions answered and to become more comfortable using SSC.
 - ASALC members have access to the data behind the success markers and we would like to work with ASALC to better understand how we can use that information to inform our advising and retention efforts with students.

- Next meeting is Tuesday, January 13th, 2015 at 10:30am to 12:00pm

**Minutes submitted by Jen Hayes, EA Committee Chair on 12/9/14..*