

ACN Meeting Minutes: October 8, 2019

Members present: M. Alcantar, R. Arcos, J. Balogh, S. Bednar, K. Brondino, R. Carr, N. Claas, C. Clark, J. Cummins, J. DeRoche, T. Deutsch, A. Dierks, G. Dorantes, C. Faurote, G. Gardner, D. Geddes, S. Gallagher, K. Hildebrandt, B. Hinshaw, Y. Hu, C. Hunt, C. Humann, M. Jensen, J. Johnsen, A. Kowalski, M. Krell, D. Langston, A. Lopez, T. Martin, K. Meyer, L. Molina, M. Moore-Geissler, B. O'Lena, J. Page, C. Pahl, C. Parks, L. Rado, R. Reece, B. Rehor, N. Reinbold, L. Roohr, T. Rufer, A. Sadowsky, C. Sampson, E. Schultz, A. Soika, L. Stark, D. Stewart, S. Terry, N. Vang, B. Williams, S. Zylka

Total: 53

Dean of Students Office: Becky Freer & Abby Meddaugh

- Mission
 - The Dean of Students Office supports holistic student well-being and success while providing intentional and practical responses to concerns that impact UWM students and community. These efforts are done through educational programming, collaborative partnerships, and a commitment to inclusion and equity.
- Values
 - Community
 - We support a community that develops relationships through empathy, compassion and respect
 - Learning
 - We seek greater knowledge and promote the diversity of ideas through experiences
 - Responsibility
 - We value an environment where we are all accountable for our actions and recognize the impact we have on ourselves and the community
 - Equity
 - We promote an environment that fosters the opportunity for students of all identities and backgrounds to succeed
- Meet the team
 - Adam Jussel, J.D., Dean of Students
 - Directly engages in incidents/issues impacting student life and responds to challenging student issues or concerns. Chairs CARE (threat assessment) team.
 - Rebecca Freer, Ph.D., Associate Dean of Students
 - Oversees student support operations including consultations, complaints, and tuition and fee appeals. Chairs the Student Support Team.
 - Abby Meddaugh, M.Ed., Associate Dean of Students
 - Oversees academic and non-academic misconduct operations. Member of the CARE Team.
 - Barbara Wilson, M.S., Student Services Coordinator
 - Assists with the coordination of the non-academic misconduct process.

- Patrick Terry, M.S., Student Services Coordinator
 - Assists with the coordination of the Student Support Team and emergency grants.
- Domonique Smith, M.S., Student Services Coordinator
 - Assists with the coordination of tuition and fee appeals and consultation and complaints.
- Mariah Greer, Student Services Specialist
 - Assists with the Academic Misconduct process and oversees front desk operations.
- Student Office Assistants
 - Manage the front desk and assist in administrative office duties.
- Program Areas
 - Student Support
 - Students' complaints
 - Oversee student complaints against the University.
 - Tuition and fee appeals
 - Oversee tuition appeals in accordance with UWM & UW System policies.
 - Consultation to staff and students about students experiencing challenges.
 - Student Support Team supports student well-being by identifying students in distress and coordinating interventions. Concerns include suicidal ideation and mental health challenges, severe hardship, etc.
 - CARE Team
 - The Campus Assessment, Response, and Education (CARE) Team acts in a proactive manner to identify, assess, manage, reduce and educate the campus community as to the risk of potentially harmful or threatening behavior.
 - Student Conduct
 - Academic Misconduct
 - Implementing disciplinary procedures described in UWS Chapter 14. This includes plagiarism & cheating, utilizing unauthorized materials, assisting others in cheating, falsifying academic documents.
 - Nonacademic Misconduct
 - Implementing disciplinary procedures described in UWS Chapter 17. This includes underage drinking, possession of illegal substances, disruption, violence, harassment, and violation of policies in UWS 18.
- Contact DOS to...
 - Report cheating or plagiarism.
 - Report concerning/threatening behavior.
 - Seek help to address a student's behavior/disruption.
 - Seek assistance to help a student who expresses suicidal ideation, is homeless, has overwhelming personal challenges, etc.
 - Inform us when a student passes away & work together to provide support.
 - Help a student formalize a complaint about another person, unit, or the campus.

- Help a student appeal tuition if they dropped classes due to extraordinary circumstances.
- Consult or seek advice about students.
- Reporting concerns
 - Submit a report at: www.uwm.edu/reportit
 - We strive to respond in 2 business days.
 - We try respect the trust/rapport you've built with the student.
 - When possible, we will first consult with the reporter and gather information.
 - We seek to address concerns at the lowest level that is appropriate.
 - Possible outcomes
 - Offer you strategies and advice regarding what additional steps to take.
 - Help you outline appropriate behavior, and assist with documentation and follow up.
 - Intervene and reach out to the student.
 - Refer to Student Support Team.
 - Address concern via Student Code of Conduct.
 - Refer to the CARE team.
- Learn more...
 - Classroom safety presentations throughout the year
 - Dept./unit presentations:
 - Academic Misconduct
 - Challenging Student Behaviors
 - Supporting Distressed Students
 - Tuition and Fee Appeals
 - Consultation:
 - Unit policies & procedures
 - Creating more equitable spaces/experiences for students
 - Recommended trainings
 - Campus Connect, Suicide Prevention (Health Promotion & Wellness)
 - Bystander Intervention (Survivor Support & Victim Advocacy)
 - Violence Prevention (Survivor Support & Victim Advocacy)
 - Safe Space & Trans Ally Training (LGBT Resource Center)
- Important changes
 - Emergency funds
 - Dash Emergency Grant has concluded.
 - We are raising funds (UWM Foundation Acct. 6020)
 - Send students with severe challenges our way (homelessness).
 - Tuition Appeals
 - Medical Tuition Credits are now Medical Tuition Appeals
 - Waiver (refund) instead of Credit
 - We review appeals for Late Reg. fees, dropped classes, withdrawals.
 - Online application coming soon!
- Contact
 - Student Union 345

- Monday-Friday, 8 am-4:30 pm
- 414-229-4632
- dos@uwm.edu
- Uwm.edu/deanofstudents

Life Impact Program Update: Natalie Reinbold

- Open to all UWM students who have children
 - Want to serve and support the entire UWM student-parent population
- Life Impact is grant funded
 - Constantly make adjustments to students served and scholarships provided
 - Provided support services through coaching
 - Required to do 2 student-parent workshops per year
 - Students need support more than the scholarship
- Trivia
 - The national student-parent population is...increasing
 - 30% increase in the last 8 years
 - Student-parents make up what percent of the national student population? 26%
 - What building is the Life Impact program housed in? Mellencamp
 - What's the national student-parent degree attainment percentage? 32%
 - The number one barrier of UWM students with children is finding childcare. True or **false?**
 - One of the lowest concerns because childcare relationships are often set already
 - Top priorities are housing, basic needs, personal needs
 - True or false? The UWM Rec Center allows students to bowl? **True**
 - True or false? Life Impact requires applicants to submit a letter of recommendation? **True**
 - Name as many reasons as possible why UWM is family friendly?
 - Life Impact, Daycare Center (Student discount, low-income student discount), Coaching provided specific to student-parent, children's books available at library, Planetarium, Klotsche Center, sporting events, breastfeeding areas available on campus, Women's Resource Center, Norris Health Center
 - True or false? Most student parents are women? **True**
 - What is the average graduation retention rate for Life Impact scholars? **84%**
 - How many students at UWM declared a dependent minor on their 2019-2020 FAFSA? **1,200**
 - True or False? Life Impact is part of financial aid? **False**
 - True or false? Life Impact serves single parents at UWM? **True (and married students)**
- Updates for the program
 - Nothing big has changed right now
 - Help get word out to student-parents
 - Right now serving 25 students in the program (\$2,000 scholarship each)
 - Recently received a \$100,000 donation from UW Credit Union for over 3 years
 - Hope to increase funds to expand the program
 - Accepting applications year-round

- Full for fall
 - When students graduate, their spot is filled with the best applicant
 - Event calendar
 - Upcoming activities (open to all student-parents) - free
 - Children’s Learning Center & Life Impact: Bagels and Behavior (10/10, 11/7)
 - Panther Prowl: Student-Parent Rocks (10/12)
 - Various workshops (10/30, 12/5)
 - Open house (10/31)
 - Family bowling (11/16)
- Questions?
 - Can we promote events to prospective student-parents? Yes

Enhancing Advising Update: Alejandra Lopez & Rebecca Reece

- Enhancing Advising represents advising from all units across campus
 - Chair positions are usually 2-year positions
 - Reps are usually 2-year positions
 - Meet with other co-chairs (ACN, ASALC, Pathway Advising)
- Meetings
 - Reps should be sharing notes from the meetings
- Advising survey that went out in late-spring/early-summer
 - Get an idea of what the concerns are for advisors
 - Results
 - Positives
 - Advisors feel satisfied with the autonomy in their positions
 - Feel satisfied in their positions
 - Concerns
 - Lack of professional development and support for professional development
 - Personal career development not being supported
 - Post-results
 - Reached out to Provost to find out about funding opportunities
 - No initial funding, but hopefully in future years
- Retreat recap
 - Design thinking exercise
 - Developed themes to focus on
 - Advocacy for advising
 - Continuing education opportunities
 - Have a seat at the table when advising needs to be represented
 - Consistency, collaboration and communication
 - Training
- First meeting
 - Discussed retreat and focuses for the academic year

- Focus on best practices across offices
 - Revisit purpose statement – currently focused on professional development
 - Stronger online advising presence for students
 - Invite a member of CEMAT to come talk to Enhancing Advising about the key student-success initiatives
- As we continue to work on initiatives and develop workgroups....
 - Would like more people to get involved and emails will get sent out with opportunities
- Professional Development Materials (NACADA)
 - Alejandra has a lot of materials that were purchased from NACADA that you can use for professional development
 - There is a link on the ACN website right now
 - <https://uwm.edu/advisor-counselor-network/wp-content/uploads/sites/222/2019/10/NACADA-Professional-Development-Materials.pdf>

Navigate Update: Jeremy Page & Brennan O’Lena

- Navigate Updates
 - UWM and EAB leadership changes
 - Gesele left, Angie is stepping away
 - New rep for EAB
 - Rollout at Waukesha and Washington County campuses
 - All advisors across UWM are now using Navigate
 - Updated Navigate website: www.uwm.edu/navigate
 - Hope to fill it with resources for faculty, staff and advisors
 - Informational resources only. Students should still access through the UWM homepage
 - Weekly office hours on Wednesday at noon, or by appointment
 - Information is on the Navigate website
 - Created a video tutorial demonstrating the three ways instructors can utilize Progress Reports
 - Through the campaign, through ad hoc reports and through alerts
 - Revised content students receive from instructors, with action language
 - Tailored by reason
 - Progress report is live on all campuses
 - Goes until November 2
 - All UW System campuses are using Navigate in some form now
- Navigate goals for academic year
 - Conduct **environmental scan** involving conversations with all schools and colleges and support offices included in the Coordinated Care Network.
 - Increase **progress report** usage and develop reporting metrics for stakeholders.
 - Support **academic advising unit** usage of Navigate through requiring two campaigns per school/college per year, and developing common naming, reporting, and tracking conventions.

- Develop **faculty advising** functions and capacities, including appointment scheduling and note-taking.
- Enhance **training infrastructure** using Navigate website to support user on-boarding and off-boarding.
 - Student-friendly tutorials
- Questions
 - Will common practices for note taking be developed?
 - Will faculty advisors be able to view academic advisor notes?
 - Yes, they are listed as an advisor in PAWS
 - Will be pursued further going forward
 - Timeline for environmental scan for support units?
 - As time allows after November
 - Graduate students in Navigate?
 - Has been explored several times but UW System and UWM have passed on it
 - Where are we at statistically as a campus for retention and how Navigate has tied in?
 - Hope to use the training to better let Navigate tell the story
 - Develop commonly understood reports at the campus level to help understand the data
 - What is the best example of outreach for faculty for progress reports? And how are advisors using them?

Graduate School: Whitney Smith

- Recruitment initiatives
 - Graduate School Open House
 - **October 30 from 5-7 pm**
 - **Wisconsin Room of Union**
 - Typically about 600 people come
 - All schools/colleges are represented
 - Invite freshman, sophomores and juniors who are just starting to think about grad school
 - Dress code is loose, no resume needed
 - If they are ready to apply – they will get an application fee waiver (if the application is started after the Open House)
 - Focus groups
 - Asked undergrads questions about grad school
 - UWM graduate students are currently 25-35% UWM undergraduate students
 - Many students don't even know graduate school exists
 - Or they find the idea of graduate school very daunting
 - Will be doing more outreach to undergraduate students
 - What is Graduate School? Sessions
 - Include help on application instructions
 - Funding options
 - Different programs available

- When to apply
 - Q&A at the end
- Encourage your students to consider graduate school
 - If you would like the Grad School to come do a “what is grad school” conversation with your advising office (or student groups) – let the Grad School know
- Questions
 - Are events on the website?
 - Working on creating a webpage related specifically to recruitment opportunities
 - Currently on the event calendar

General Announcements

Orientation Leadership Team: First NSO advising team meeting is next Thursday. Still recruiting for orientation leaders

Office of Central (Pathway) Advising: Brian is doing a presentation on Pathway Advising to Academic Staff Senate and Associate Deans

Registrar’s Office: Discussing in-app registration through Schedule Planner. Hoping to go live for fall registration

Student Involvement: Involvement Ambassadors – one-on-one meetings with students, paired up with a “peer mentor” student to help them figure out how to get involved. Upcoming programs: Strengths for Students, Ignite Leadership Institute (spots still open), Transitioning from college to career sessions, distinguished lecture series

Advisor of the Year: Applications will be live shortly, email will go out soon

Next Meeting: November 5, 8:30-9:50 am, Union 280