

Advising Leadership Team Meeting
Wednesday, Oct. 24, 2018
BPA 134
3:00 PM - 4:30 PM

Present:

Vernon Harper, Lori Paris, Todd McBride, Lisa Zuzarte, Tanya Boone-Holladay, Liora Gubkin, Yvette Morones, Deisy Mascarinas.

Goals for AY18-19

- Develop School based framework for Faculty/School Advisors Responsibilities
- Continue to evaluate advising function
- Launch new training and professional development opportunities for Professional Advisors

Action Items:

- L. Zuzarte will promote the transfer cataloging to

g a conversation about it.

- Policy statement proposal will be created for Advising Group/Individual sessions.
- Edits will be made on Senate Referral—University Policy on Medical Withdrawals letter and sent to D. Boschini.

1. Transfer Articulation Webpage

- URL: A not shown because they are for private use (e)TJ (y) 0 3.56.051 0 Td ()Tj [(s)8.6 (c)1.7 (ho)10.9

is only articulation for common courses. CID has experienced some display issues and some community college courses were not showing on the website. If glitch occurs, bring it to their attention as they may not be aware.

- There was a suggestion to hide the “Major Articulation Agreement” link until more information is available.

2. Adding Athletic Advising Rep

- V. Harper was approached by Dena Freeman requesting to be on the ALT meeting or someone in the Athletics Department. He wanted to bring it to the groups attention and hear feedback.
- ALT has been a revised structure for about 9 weeks. “Do Advisors at large appreciate, don’t appreciate the communication, minutes, agenda, and working on first policy?” V. Harper wanted feedback from group on this topic.
- Members have expressed concerns about opening up the ALT meetings to other school advisors and the meetings becoming too big and losing what has been effective and productive in a smaller group setting. They feel these meetings impact all students including athletes and they have representation. There is a representative from the advising group in the committee currently.
- L. Gubkin made a suggestion that if there is an agenda item that pertains to a specific department, they could be invited to that particular meeting and have the opportunity to present and give feedback.
- The minutes are posted on the SSN network, giving the opportunity to all the groups who don’t sit at the table to get the information.
- Y. Morones talks with each advising center and is going to start attending all Advisor meetings which are school based, and give ALT updates.
- Action Items and Minutes are getting out to those who have direct contact with schools and ALT updates are always on the agenda. ALT has dealt with each departments questions and everything has been discussed.
- First year seminar for Athletics
 - Other departments already have one.
 - Athletes face unique challenges and it may be beneficial for them.

3. Next SSN Meeting (President Address)

- President will speak to SSN and possibly Q & A with Advisors. Meeting will be a celebratory social and a save the date will be given for the January training.
- Cards will be collected with suggestions for future professional development and training in the Spring.

4. Staffing/Funding for Advisor Training Sessions

- Someone from campus should lead the training. What would be an appropriate stipend in order to have someone develop the training for SSN? Should there be a stipend?
 - Acknowledgment that there is expertise on campus.
 - Should one person be selected or should it be a team effort?
 - Can be used as motivation for future trainings.
- Proposals can be written out or SSN card can be a form to ask who can be a good person to lead the training. The group can brainstorm once they have received responses from the cards.
- T. Boone-Holladay questioned whether there is enough commonality among Advisors, Evaluators, and others that there could be a training that would be useful for everyone?
 - Some information may not be relevant to everyone and that’s a concern.
 - There can be multiple break-out sessions like they do in the Teaching Conference.
- Collect ideas in December and then see what emerges based on what feedback they submit in the cards.

5. Catalog and Curriculum

- L. Gubkin added this item to the agenda: Arts and Humanities curriculum committee met and approved things, including major curriculum changes in the English degree that meant adding required courses. When submitted, they put effective date Fall 2018.
 - Can changes only be made at catalog time? Are there particular changes that can or can't be made? Is there policy around this, if so what is it? If there isn't a policy, there needs to be.
- V. Harper states that he has been unable to find any policy that

