Achieved

✓ Set goals for the AY18/19
✓ All Professional Advisors have view access to OnBase
✓ Recommended campus forms to developed into OnBase
✓ Approved ALT Charge statement
✓ Launched ALT website (https://www.csub.edu/academicprograms/AdvisingLeadershipTeam/index.htm)
✓ Prof. Advising Coordinators will be able to run Ready to Advise lists
✓ Sub/Waiver Process has been centralized in Academic Operations to eliminate errors
✓ Denied graduation list now sent to both Associate Deans and Prof. Advising Coordinators

Goals for AY18-19

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

Agenda

1. DISCUSS: Community College Pathways
2. DRAFT: Retroactive Withdrawal – Instructors’ signatures
3. DRAFT: Group Advising Policy (ASI Referral)
4. DISCUSS: Next SSN Meeting (President Address)
5. DEMO Transfer Articulation Webpage
6. DISCUSS: Staffing/Funding for Advisor Training Sessions
7. UPDATE: Major/Minor signoff
8. UPDATE: Special Meeting with IT OnBase Petition for Exception Form

Move to Provost’s AAC for Approval

➢ RECOMMENDATION: On Base should covered centrally by the university

Parking Lot

➢ DISCUSS: School Based Faculty-Professional Advisor Balance
➢ UPDATE: Course substitutions (Return after DCLC meeting)
➢ UPDATE: on Document Management System (Return October)
➢ Elect 1000 problem: (Evaluators; Degree Audit; Advisors; Grad Check)
➢ Graduation Denial process
➢ Add/Drop Form
➢ Probation and Jeopardy study
➢ Petition for Exception 4th attempt
➢ GWAR Exam Times and Computer lab

Action Items for last meeting

➢ VL will send list of proposed forms to be for OnBase implementation
➢ VH will draft descriptions of AARC activities to be moved to the Schools (Facilitating Graduation; Midterm Progress Reports)
➢ TBH will draft recommendation to change in catalog language for retroactive withdrawal