Advising Leadership Team
For January 30, 2019

Achieved
- ✓ Set goals for the AY18/19
- ✓ All Professional Advisors have view access to OnBase
- ✓ Recommended campus forms to be 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
- ➢ UPDATE: Cal Govt Require and AP Exam — Vikash L.
- ➢ UPDATE: Course substitutions — Vikash L.
- ➢ UPDATE: Add/Drop/Withdrawal Form — Jennifer M.
- ➢ UPDATE: Holds Proposal
- ➢ UPDATE: Academic Roadmaps
- ➢ DISCUSS: Advisor Training Sessions — All
- ➢ DISCUSS: Change of Major/Minor — All
- ➢ DISCUSS: Articulation Website Training — Yvette M.
- ➢ DISCUSS: GE Petitions Work Flow (Tabled) — Yvette M.

Parking Lot
- ➢ DISCUSS: Meta Majors discussion
- ➢ DISCUSS: School Based Faculty-Professional Advisor Balance
- ➢ 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