

Advising Leadership Team

Monday, August 16, 2021

Goals for AY 2021-22

- Establish Virtual Professional Development Plan for Advisors

Agenda

- Advising – Update from Statewide Meeting – L. Vega
Duan Jackson CO Advising Fall Visit – L. Vega
- Enrollment, Cancellations, Holds – All [Dr. Cantrell will attend meeting and debrief]
- Fall Sports – Enrollment – M. Medina Cruz
- Academic Petitions Processing on AdobeSign
- ALT Goals for 2021/22 - All
- Follow up --ALT Charge Outlined by Provost Harper to Associate Deans – L. Vega
“The ALT is a coordinating body that makes referrals, but does not set policy, to the provost council to improve advising at the university.”
- Guiding Principles –[SSU template] / Advising Syllabus [CSUN template]
- Implications of the 2021-2022 catalog release date – K. Ziegler-Lopez
- Meta Majors discussion [IRPA data]
- Double major data presentation—When is 2nd major declared?
- Logged Items

Parking Lot

- Mental Health Training Collaborative – M. Medina Cruz/I. Pesco
- CSU Graduation Initiative Report Update / Case management approach – L. Vega
- Governing Document – L. Vega
- Program Plan Mapper – L. Zuzarte
- School-Based Faculty-Professional Advisor Balance
- Elect 1000 problem: (Evaluators; Degree Audit; Advisors; Grad Check)
- GWAR Exam Times and Computer lab
- Change of Major/Minor
- WSCUC Recommendation and Special Visit Preparation – B. Street
 - a. Recommendation 3: *Ensure consistency, effectiveness, and quality of academic support services, including advising, tutoring, supplemental instruction, and course scheduling, to enhance student success for all students. (CFRs 2.12, 2.13) The Commission appreciated learning about the launch of the Council for Faculty Advising, additional staff for tutoring and supplemental instruction, and other changes in this area.*
 - b. Spring 2023 Special Visit: *Academic support services: Data on students served, disaggregated by demographic variables; organizational charts, staffing ratios, and resource allocations to service units; evidence of effectiveness of academic support services*
- WSCUC Special Visit Preparation – **Updates on September 29, 2021**
 - a. ↘Advising data collection strategy
 - b. ↘Advising organizational chart
 - c. ↘Document advising ratios
 - d. ↘Document resource allocations for advising
 - e. ↘Collect evidence of advising effectiveness

Logged Record

Date	Issue/ Stakeholder	Resolution	Item Status		
			Pending	Open	Closed
2021.06.21	Freshmen Housing Requirement for Fall 2021	Website has information and a place to ask questions. There is an online form.			X
2021.06.21	GE Area F in the Academic Requirements page	It is now in the academic requirements page.			X
2020.05.17	Catalog time gaps; policy recommendations to the Provost; Institutional priorities; collaboration with Faculty Advisors		X		
2020.12.14	Transfer Students (no concentrations)- Barriers		X		
2020.11.30	Catalog Rights Guide		X		
2020.11.02	Adding 2 nd /3 rd Major/Minor	Collecting data	X		
2020.10.19	Advising Calendar	On the table	X		
2020.10.19	Advising Holds' Releases T. Boone	Fall 2020; plans for future	X		
2020.10.05	Special population early enroll.	By law / GI25/ Lrn. Comm	X		
2021.02.08	Inside Track visit	Done / Follow up		X	
2020.11.16	Admission, Registration, Advising			X	
2020.11.16	Final Transcript Evaluations			X	
2021.06.21	2 nd Degree Students Enroll/advice	B. Perlado, enroll. Realigned			X
2021.06.21	CSUB 1029 - clarifications	GE re-alignment/ done			X
2021.06.21	Department Chair Signature on Add/Drop Form	AdobeSign routes to chair			X
2021.04.12	GI 2025 Professional Staff advisor	It was agreed 1 person would be elected			X
2021.04.12	Instructional modalities	Annotation in PeopleSoft			X
2021.03.22	Disqualified Students admitted after last day to add [Appeal of disqualification]/ Petition for re-admission]	Appeals must be submitted 2 weeks prior to classes beginning.			X
2021.03.08	Admissions, Registration, Advising flow	Workflows have been shared.			X
2021.03.08	Students and Faculty relying on Degree Progress Report (DPR) to calculate units	Issue fixed in degree audit.			X
2021.03.08	Grad Check 90-unit eligibility	Keep it at 84 units.			X
2021.02.22	Junior/Senior Graduation checks				
2021.01.27	Degree Audit Q2S Change	List of students sent.			X

2020.12.08/9	Inside Track Mental Health	emotional support, tactical empathy, Suicidology / self-care			X
2020.11.02	Reserved Courses (Block Scheduling/ Honors)	Developed process and communication flow			X
2020.10.05	Immunization Holds J. Allred	Instructions provided			X
2020.10.05	B1/B2/B3, L. Gubkin/L. Zuzarte	Fixed in Peoplesoft			X
2020.10.05	Advising listserv/SSN – K. Z-L	1-way messages only			X
2020.09.21	Athletic units & ADT – B. Mendiola	Title IX req's/existing rules			X
2020.09.21	Time Conflict Issue- L. Zuzarte	Conflict overrides			X