

ADVISING LEADERSHIP TEAM MEETING NOTES

Monday, January 11, 2021
Zoom Meeting 2:00 pm - 3:30 pm

Present: Luis Vega (Chair), Tanya Boone-Holladay, Karen Ziegler-Lopez, Liora Gubkin, Seung Bach, Karlo Lopez, Belen Mendiola, Lisa Zuzarte, Anayeli Gomez-Navarro, Janine Cornelison, Melissa Medina Cruz.

Absent: Ilaria Pesco, Deisy Mascarinas (Admin Support).

Action Items:

- L. Vega will send the academic calendar request memo to the Calendar Committee.
- L. Zuzarte will provide the group with a list of GE courses and students who may have been impacted by the degree audit update. Also, possibly look further into finding out if the impacted students took the courses.
- L. Vega will extend an invitation to Jaime Paschal and others from campus who might have data on the impacts of COVID-19.
- L. Vega will look into the possibility of a default setting for Canvas.
- L. Vega will inquire about the plans for repopulation for the Summer term.

Meeting began at 2:00 p.m.

Academic Calendar

Academic Advisors and Jamie Pacheco from the Veteran's Center met twice to better understand any issues Jamie was running into in terms of registering the Veteran students. The issues were related to admissions, certifications, assessment of fees, and other things not related to advising. They did agree that putting a week between the registration in Fall term for Spring semester, a week between where continuing students register, and new students register, would solve a lot of problems in terms of advising. For Advisors, it gave them an opportunity to better prepare for advising, and for the Veterans, it would not delay problems with certifications/funding into the holidays. For the purposes of registration for new students, Advisors are asking for one week between continuing students' registration and new students' registration for Spring semesters. The request is for a permanent change for both advising and registration. In the 2020 calendar, the advising and registration change was applied, and continuing students registered on October 26, 2020 (week 10) and advising and registration for new students began on November 9, 2020 (week 12). The ALT will need to vote and approve this permanent change, then send the request to the Calendar Committee. The Calendar Committee would then send the request to the Academic Senate, which would then go to the Budget and Planning Committee in the Senate. The vote was unanimously approved by ALT.

Degree Audit Q2S Change

During the quarter to semester conversion, some general education courses were grandfathered to meet new requirements. For students that had catalog rights from general education from the quarter system, advisors had to grandfather those general education courses in the semester. In the degree requirements page, corrections had to be made and advisors need to know exactly what to update/change. Based on an email that L. Zuzarte sent through the Student Success Network, it mentioned that there would be students who would need to have courses re-approved because of degree-to-degree audit changes. Advisors do not know which students and which courses were impacted by this update and would need a list of these students/courses. It was suggested that advisors should not need to submit further substitutions if they have already informed the student online that those courses were already approved, we should not now withdraw those courses and require a substitution. Maybe we can develop a blanket approval for some of the students and be provided a list of courses that were reverted back and taken out of the completion.

- Some general education courses during the quarter system were not officially converted into general education courses in the semester system. The way the degree audit was set up, those GE courses were still being recorded as they would count for GE requirements, which caused discrepancies in the catalog. L. Zuzarte discussed this matter with Dr. Debra Jackson and Dr. Andreas Gebauer, and she was instructed that we could no longer have those informally grandfathered courses impacting the logic of the degree audit, so it had to be fixed. There is a list of those GE courses and L. Zuzarte can work on a list of current/continuing students who may be impacted by this change.

- When Dr. Zorn was here as Provost, she sent out an email regarding the degree audit and the accuracy in determining graduation. The Provost mentioned in the email that if the courses were completed in the degree audit, then the University has to honor those courses.
- The degree audit changes were made for Fall 2016 and onward. Prior to Fall 2016, the courses will still be honored.
- After the conversion, did some courses get taken out? L. Zuzarte will review the courses and go over them with Dr. Gebauer. The main courses are GE/JYDR and some upper division courses.

Catalog- Updates

The December 1st deadline was extended to December 15th. Academic Operations has begun reviewing all of the proposals that were received. Area F will be implemented and L. Zuzarte will be working closely with the schools.

COVID-19, Challenges, Costs, Canvassing Effects on Students/Advisors

L. Vega wanted to query everyone on what are some of the challenges, costs, and canvassing on the effects around students during COVID-19. L. Vega would like feedback on some of the issues that everyone has come across with advising or other issues.

- Some students stopped attending because life got difficult during this time of virtual instruction. Some students had to get jobs.
- Advisors have heard from students that they feel that they are doing a lot of the work and learning alone with virtual instruction. Some students feel too relaxed being at home, and they do not have to have a camera on, so they are not as engaged.
- There are students who are working full time and they are parents, so online learning is working really well for them. Some students have increased their GPA because they have more time to focus on their studies and less time commuting.
- Many students will need retroactive withdrawal, as they may have had COVID, or were impacted in other ways by the pandemic. For example, financial issues in the home.
- As difficult as the pandemic has been, Athletes have had the best academic performance since 2015.
- Can we review data on how many students withdrew in comparison to previous terms? What is the unit-load average? Maybe this will allow for any changes or modifications for advising purposes.
- It was suggested to look into how many students who reported a WU had a progress report.
- There are students who are under the assumption that they are taking an online class and can work on their own but are actually taking a class that is in an S1 synchronous modality. There may be a disconnect with students not understanding the different modalities. There should be a message that goes out to the students from the Instructors and Advisors so that students understand what is required of an S1 course.

L. Vega shared an article titled: 'Losing A Generation': Fall College Enrollment Plummets For 1st-Year Students (<https://www.npr.org/2020/12/17/925831720/losing-a-generation-fall-college-enrollment-plummets-for-first-year-students>). Most of the Cal State Universities are losing enrollment from new students enrolling for Spring, with the exception of the two Cal-Poly's and CSU Bakersfield.

There may be an issue with the default set-up with Canvas that we will need to look into. You have to enter a 0 for all assignments not submitted so that the running average is not inflated, otherwise Canvas gives students full credit. It may have to do with how you set up your grade book, so if the student misses an assignment, it shall automatically award a 0—this is not the case now. We may need to look into a default setting for when classes are set up. Dr. Vega will follow-up on this matter.

Enrollment Update

SSE has 60 incoming transfer students who are not yet registered. There are also a number of students who are enrolled in only 3 or 6 units and they are not sure if those are intentional or if they need some assistance. The SSE team wanted to communicate this to L. Gubkin before classes start getting cancelled. They are hoping to get another week or two to get students registered. In SSE, there were 3 students that their admissions were rescinded, 2 who have not been evaluated, 23 who have not yet been matriculated, 11 who received outlines but have not yet enrolled, and this is not including some of the numbers in Liberal Studies. There are 20-100 students who are enrolling every day so they may not be cancelling any courses. It was pointed out that Admissions should

let the students know when their admission is rescinded. The students who are rescinded have already registered for orientation.

Admissions, Registration, Advising

L. Vega has been in communication with Ben Perlado and he is working on mapping the processes between Admissions and Registration. They are not ready to bring this information to us yet because he has to do consultation with the different entities, as well as Dr. Dwayne Cantrell. Eventually, they will give us insight in terms of how the operations work on their side.

InsideTrack – December Workshops Debriefing/actionables

The *InsideTrack* report was released before the holiday break and everyone has access to it. L. Vega would like to know from the group if there is anything they would like to follow-up on. They can write a report that will go to the Steering Committee.

- We can put this item on the next agenda, so it gives everyone an opportunity to think about it and discuss it with the group.
- The Steering Committee has reviewed the report and the next steps are in the hands of the Provost and possibly the President as well.

Mental Health Training Collaborative

It was confirmed that in July the *Kern Behavioral Health and Recovery Services* will hold the mental health first aid training for us free of charge. L. Vega shared an article around mental health titled: How Counseling Aims to Help CSU Freshmen Graduate in Four Years (<https://edsources.org/2020/csu-freshmen-get-special-counseling-so-they-can-graduate-in-four-years/645113>).

Meeting ended at 3:30 p.m.