

ADVISING LEADERSHIP TEAM MEETING NOTES

Monday, September 13, 2021

Zoom Meeting 2:00 pm - 3:30 pm

Present: Luis Vega, Karlo Lopez, Eva De Leon, Deanne Perez-Granados, Dina Hallmark, Liora Gubkin, Christina Ramirez, Seung Bach, Gabriela Ochoa Vega, Melisa Medina Cruz, Lisa Zuzarte, Deisy Mascarinas (Admin Support).

Absent: Ilaria Pesco, Yvette Morones

Meeting began at 2:00 p.m.

Action Items:

- L. Vega will continue to work on the draft of the RunnerConnect policy referral memo to the Provost's Council. He will send it to the group for more feedback and to approve the final document.
- L. Vega will consult with the Registrar and let Chairs decide whether there should be an advising hold placed on senior students. He will draft a statement regarding holds.

Advising – Update from Statewide Meeting

There are no updates from statewide because they have not had any new meetings. There will be a professional development workshop for directors this coming Thursday. L. Vega will take notes and pass them along.

GI2025 & Equity Gaps Charge—Coordinated Care Analytics

- The new Chancellor is focused on equity gaps, including more diversity in administration and faculty. There will be more effort put into programs that prepare diverse students for the professoriate, such as the Sally Casanova Scholars Program. A coordinated care approach will be instituted, based on a case management approach, to help students navigate admission, enrollment, academic advising, financial aid, and mental health issues.
- In the past, GI 2025 funds were used to create additional summer courses and small grants were used to incentivized students to graduate early. However, funds are limited and new directives for responsibility and accountability of equity gaps will now be shared across all university constituencies as part of GI2025.
- San Diego State is putting together a webinar for everyone in the CSU system. *“The presentation will demonstrate how a multidisciplinary college at a CSU campus developed strategic and multi-level student success initiatives led by advisers to increase graduation rates and meet its GI 2025 goals. These initiatives include rolling out a mandatory advising program, creating effective peer advising teams, and supporting students at-risk or on probation.”* Zoom links will be provided in the Student Success Network.
- RunnerConnect will assist with the coordinated care approach. The program will help target different populations of students and this may reduce the need to do mandatory advising for everyone.

Notes in RunnerConnect Policy Referral

- L. Vega prepared a policy referral document for the Provost Council regarding the uniformity of RunnerConnect notes. L. Vega suggested this document be shared with different groups, including faculty advisors, as there should be a commonality agreement between everyone on how the notes will be created. L. Vega asked for feedback and the group provided edits for the document during the meeting.
- There was concern about the time it may take to create notes. A possible solution that was suggested when preparing notes was to develop templates of notes that may require some specifics but would alleviate the extra work involved.
- AH has been using RunnerConnect for advising appointments and it has been helpful in filling in the information that an advisor would normally have to manually fill in, in terms of what type of advising appointment it is, the school, date, time, and more detailed information.
- L. Vega mentioned that there may not be another draft of the RunnerConnect guidelines provided by Jaimi Paschal. The guidelines will be included with the policy referral document.

Spring 2022 New Student Admissions and Holds Updates

ALT requested information from Enrollment Management regarding how many students have been admitted and how many students have accepted their admission for the Spring 2022 term. ALT also requested information regarding advising holds for these incoming students. Their response was that spring applications are still ongoing, but we have received 1,400 applications, and approximately 400 students have already been admitted. Most all applicants are transfer students with an ADT. All new students will receive the first term advising hold. They will have a better idea on numbers in the next two to three weeks and will keep the group updated.

Academic Holds Categories for Fall 2021

L. Vega asked the group for their recommendations regarding holds being placed for this upcoming spring semester.

- At the professional advisors meeting it was recommended that for future terms they place mandatory advising holds on first time freshmen and junior students only, and seniors get a graduation hold. L. Vega will check to see if the a la carte option for the different majors is still an option for the schools. Seniors receive a notification about grad checks and the students must meet with their advisors anyway, even if there is not a hold on their account.
- SSE is ok with placing holds on freshmen's and juniors but adding seniors would almost double their numbers.
- During junior year advising, students are being advised for their senior year as well, and it is just a matter of the students following their plan. Students are still encouraged to make appointments to see their advisor if needed, but not placing the holds on seniors alleviates the workload for the advisors to not have to clear all the holds for these students.
- Something to question is when is an academic hold a helpful tool and when other times having a hold is creating a barrier?
- It was recommended that the Chairs decision for the advising holds should be made with consultation with the advisors and with the timeline in mind. Faculty advisors and everyone should be reminded that the advising timeline has shifted to later in the semester so that is impacting the professional advisors and the faculty advisors.

Spring 2022 Calendar: Oct. 28 to Nov 8 (Cont. Ss Reg)/ Nov 8 to Nov 22 (New Ss)

There has been a revision to the academic calendar to change continuing students' registration date from October 28th to November 8th and new student registration from November 8th to November 22nd. The revision to the calendar is awaiting a signature approval from President Zelezny.

Update on expected release date for new roadmaps

L. Zuzarte shared an update that she and her team have begun working on the 4-year roadmaps that they have received to date from the schools. The agreement is that the Deans offices are adding the roadmaps to a designated roadmaps box folder. L. Zuzarte shared a preview of the Program Plan Mapper and the different features. L. Zuzarte will reach out to the Deans and preview the map builder and double-check the information. She will also work on getting the map builder in a PDF format to share with the schools. She asked the advisors for their feedback for future enhancements.

Additional updates

- The instructional modalities for the Spring 2022 term are still being worked out. A guidance template with the different modalities was shared with faculty in the Student Success Network.
- D. Jackson will be sharing enrollment projection numbers, which impacts how scheduling is put together.

Meeting ended at 3:20 p.m.