

ADVISING LEADERSHIP TEAM MEETING

Monday, December 10, 2018

Stockdale Room

3:00 pm – 3:30 pm

Present:

Student Success Network, Vernon Harper, Marta Ruiz (Admin. Support)

Absent:

Action Items:

Dr. V. Harper asked for everyone to write down their suggestion for the training sessions, on the back of the note cards and at the next ALT meeting they will be processed, a group of topics will be selected and moved forward.

Meeting Notes:

- Welcome and introduction of ALT members was made by Dr. V. Harper.
- President Zelezny Q&A and comments for the everyone in the SSN group.

ALT Presentation

- The Provost restructured ALT this semester. we want to accomplish a couple of things.
 - Create a different type of ALT, one that is much more policy making, expand the membership, we now have representatives from athletics and professional advisors and so on and so forth.
 - She also wanted this particular body to be a policy making body and coordinating body. The Provost wants to preserve the decentralized nature of the advising function on this campus, to have better coordination across all the different schools.
 - Communication between all of the schools, one of the things we have done in the first few months is to distribute the notes and the minutes from every meeting on the website, to give all of you the opportunity to communicate to your representative, Yvette Morones or your Associate Dean, to get things on the ALT calendar. We have added a large group of things that came from different schools, we have addressed them. We also have an FAQ's page on the website.
 - We are working on some policy that will create more consistency for the student experience.
 - Dr. V. Harper would like to know how is the communication that is coming out of the ALT working from a communication standpoint.
 - Member stated the communication has gotten a lot better.

Goals for the remainder of the Year

- **The ALT settled on three goals for this academic year.**
 1. Professional Advisors is the specific designation, so the students understand the professional advisors and faculty advisors work together but have slightly different roles.

- a. The Associate Deans will lead with the creation of a draft framework to be vetted by the faculty of each school. This will talk about the shared work loads of between faculty advisors and professional advisors. This framework will need to be able to be communicated to the students, either by orientation or some other means as to how advising works in that particular school.
2. Continue to evaluate advising function
 - a. The Provost has asked that we continue to evaluate the advising function, additional measures to evaluate how advising actually works.
 - b. The President gave a very clear line of accountability. She would like for the students that come to her to say this advisor supported me well and what advisor they spoke with.
 - c. A member expressed a concern, member would like for the framework to be completed first, the students do not know the difference between faculty advisors and professional advisors. If this gets completed first, it will help the students. Dr. V. Harper agreed and stated the framework will be tackled first.
3. Launching Training and professional development Opportunities for professional advisors
 - a. We are working on a schedule of professional development opportunities for this group beginning in the spring 19.
 - b. Note cards were handed out to give everyone an opportunity to suggest some training opportunities for professional advisors. If we do not have the expertise on this campus on a particular issue, Dr. V. Harper can bring someone from the outside to do the presentation. Also, there is expertise in the room, many of you have particular skill sets that would be useful for everyone to know. We will develop a schedule of three or four trainings sessions for the professional advisors to make sure we give you an opportunity for the training.
4. Technology
 - a. Using technology better, whether that be Gradesfirst or Peoplesoft, we are working with the Provost to get access to all the student success products. Making sure all technology is available to all students. Smart Planner is coming, we are going to try to get EAB installed, predictive analytics to help identify students that may fall in probation before the begin matriculation.

➤ **Questions on Goals**

- N. Harris asked about keeping advising decentralized into the schools. Based on the students major it seems not fair for some students have faculty and some to have academic advising, it seems it is not fair for the student. Should it not be the same across the board no matter what your major is?
- Dr. V, Harper responds- the schools and academic departments are all very different, to step back and apply one remedy to all that differentiation can be inherently unfair. Currently our structure allows, each school with different population to develop an advising model that works for their types of students. The key is that there are metrics that cut across all schools. All schools need to be kept accountable to some certain core metrics but given the freedom to develop their own structures.

- J. McCune suggested making sure we follow policy, schools should be allowed to have a structure that helps that school and students.
- B. Mendiola suggested having both parties involved, faculty and staff. More faculty involvement in the schools and Faculty can invite more staff advising into their schools.
- J. Perez states the students do get to see the advisors but there is a lack of classes for students to register into. Advisors register students into the classes as soon as they can because they may not get into the class they need as there is a lack of classes for them.
 - Dr. V. Harper states we have grown close 20% in two in a half to three years. It is a factor of growth, it affects the availability of classes. The Provost has said, and the President has reinforced it very clearly. The money is there to create the classes.

Updates:

Block scheduling Pilot Expansion

Began as a pilot it is still a pilot, about 238 students with 30-40 more from the NSME grant, this year we have about 638 which is about 40% of the incoming class. The Academic Senate is currently considering whether expanding the block scheduling group to be a larger group in the upcoming fall 2019. Please look in the ALT notes and minutes to see how the conversation goes forward, in terms of the expansion to see if it goes to 1000 or even more.

Academic Roadmaps

The academic roadmaps will be updated beginning in the spring 19 for the new catalog. Dr. V. Harper will send out a note to the DLDC, the council of chairs, before the end of the semester. Letting them know they will receive a template for roadmaps in the spring for the new catalog. We will create a new website for the new catalog.

Catalog Stability

Dr. V Harper and L. Zuzarte are working with Senate Exec and with Senate AAC about moving from a Bionian Catalog to an Annual catalog. This would allow the catalog to be a lot more stable, and unchanging this will create the opportunity for degree audits, and grad checks to be more accurate. This will eliminate a regularly updated catalog. They have received a lot of positive feedback, hopefully a resolution can soon be written by Senate and it get us to the point where we have a Annual catalog, this will still give faculty the ability to change the catalog but it will give the students a much more stable catalog.

Adjourned: 3:29 pm