

Advising Consultant Group

June 16th, 2020

1. COVID 19 as it affects advising (Terese)

- Regarding Fall 2020 and COVID, Terese stated that she is trying to pin down statements from leadership, that advisors can make public to students and parents. Would like to get some talking points as to not speculate, since the last Town Hall meeting was cancelled. This is very general, but the plan and goal is to have incoming students come to campus for face to face instructions. Details are not yet released. Planning for Freshman to go into residence halls, however they will not force strangers to room together. Possibly having related students' room together and looking into a bathroom schedule to limit the use at one time. More to come at the next Town Hall meeting and waiting on official parameters announced from leadership.
- Advisors stated that they would like to give input for their colleges pertaining to what opening back up will look like, specifically for advisors. No answers yet for face to face advising from leadership. Terese encouraged to keep speaking with your Directors and Associate Directors, but if advisors have a specific question feel free to bring it to Terese.
- Is there pass/fail option for students over the Summer?
 - Provost Office has stated that there is not a pass/fail option for students in Summer 2020 as there was for Spring 2020. We are returning to regular letter grading. Voiland advisor shared that they were told and have been informing students that p/f is allowed for summer. Terese will ask the Provost office again to confirm. (after the meeting it was confirmed there is not a Pass/Fail option similar to the Spring 2020 Pass/Fail option).
- Are any Colleges still Admitting to the Major? (old language "Certifying")
 - Yes, multiple Colleges are still in the process or have not yet started. Some Colleges are complete. Business is doing it a little differently and will be Admitting to the Major at Alive! If the student is Math ready. CAS will report back to Terese. If you have anything to add please email Terese.
- Will class times be changing due to COVID-19? This could be impactful to Athletics or students with outside employment.

- The answer from leadership is no, but that could change. Plan on giving 15 minutes before and after classes for proper cleaning and sanitation (5 minutes time adjustment). Still in conversation about class times and small teaks to the schedule.

2. Advising Updates (All)

- ALP- A NACADA webinar will be out soon. Reviewing level 1 and 2 certifications. Foundations 1 and 2 sessions for the summer. Fall advising committee underway.
- Murrow- Some classes have been moved to virtual, including a larger lecture. Some have moved to alternating 2 days a week to accommodate for COVID regulations.
- Tri Cities- First 2 orientations went well, and classes are starting to fill up/
- NURS- Doctoral students are helping with Alive! advising.
- ASCC- Working through Admitting to Majors. Tutoring is being worked on for Fall.
- CCOB- All advising appointments and drop in will most likely be online for Fall.
- WSU ACADA- Conducting a few focus groups, then will start looking at by laws.
- CAHNRS- Val had her last day-Mary Ohnemus replaced her.
- NSP-things are going well from student feedback. Encourage students to check out the NSP social medias to connect with orientation counselors.

3. Alive! Check in: (Kim/All)

- Orientation Counselors (OC) and students have had some concerns, so to clarify- Pre advising should truly be a 30 minute appointment building a schedule and adding courses into the shopping cart. If the students do not get a full pre advising appointment, they are more confused when they enter advising the following day. Advisors have the option of staying on with the OC and student to make sure classes get added correctly. The advisors provide the information the students need, while the OC helps the student get that into the shopping cart or helps them with transfer credits. The advisor really needs to provide that information, not the OC. The OC is helping the student navigate through MyWSU as well. Advisors can use the PDF's as tools to help, but advisors should explain the PDF to the students.
- Students are getting through advising quickly-no hold ups when they get to labs. Make sure green sheets are being done correctly to avoid any unnecessary hold ups.
- ALEKS scores may not be available on pre advising but will be available on advising day.
- Honors uses a schedule builder Excel spreadsheet and focuses less on the shopping cart. Can tools like this be shared with others?
- Reach out to Kim if you have any issues during an Alive! Session.

- Reminder: the schedule of classes updates every 90 minutes, but for best accuracy advisors should use Class Search in my.wsu.edu. Many classes have been full when going to quick enroll off Green Sheets. Quick enroll is not efficient when running into errors. If you see your Admit to Major or Green Sheet has not processed yet, do not submit it again. Receiving multiple Green Sheets slows everyone down. Please be patient. If a student is double majoring put a note in the request. Major advisors do not need to be Green Sheeting Honors prefix courses.
- Day before or day off is the soonest you will get the appointments list for advising day 3, due to waiting on the information being sent out on SharePoint, then students sifting around on day 1 and 2.
- If you are needing a break beyond the regular lunch break, please email Amanda Morgan and we can use some of the backup advisors.

4. Next meeting dates:

- July 21 (Note new date)
- August 10 (Note new date)

Member	TITLE	ORGANIZATION	PRESENT
Leverman, Erin	Academic Coordinator	WSU Vancouver	Yes
Alexander, Kate	Admissions & Advising Coordinator	Honors College	Yes
Arnold, Donna	Associate Director	Multicultural Student Services	No
Bretthauer, Ali	Project Director	ATLAS	No
Casavant, Colette	Academic Coordinator	CAHNRS	Yes
Chow, Anna	Assistant Director/Academic Coord.	Liberal Arts General Studies	Yes
Smith-Colon, Stacey	Academic Coordinator	Carson College of Business	No
Erwin, Heather	Assistant Athletic Director	Athletics	Yes
Gizerian, Samantha	Clinical Assistant Professor	Integrative Physiology & Neuro	No
Hammond, Angela	Director Student Services	College of Education	Yes
Johnson, Morann	Academic Coordinator	College of Engineering	No
Kincaid, Chrisi	Student Services Supervisor	WSU Online Admin	No
King, Terese	Executive Director of University Advising	ASCC/UAAEC	Yes

Golden, Blaine	Assistant Registrar	Registrar Office	No
Lessmann, Jeremy	Clinical Assistant Professor	Chemistry	Yes
Dela Cruz, Kim	Assistant Director	New Student Programs	Yes
Ryan, Ruth	Associate Director	Academic Success & Career Center	Yes
Stahley, Bill	Manager of Student Resource Ctr	WSU Vancouver	No
Tibbals, LeeAnn	Academic Coordinator	Health Professions Student Center	Yes
Vik, Tami	Academic Coordinator	Communications	Yes
Gana, Chris	Academic Coordinator	WSU Tri Cities	Yes
Denman, Chanelle	ALP Coordinator	ASCC	Yes
Kimbleton, Leslee	Academic Advisor	Carson College of Business	Yes
Minutes recorded by Crystal Orr	Administrative Assistant	Academic Success & Career Center	Yes