

University Academic Advising Executive Council
Minutes
January 27, 2017

1. Updates

a. Memos to the Provost

- Of the three memos, the request to develop service center guidelines was approved.
 - Will move ahead to draft guidelines in general of who can request and remove them.
 - Committee consists of Terese King, Joy Scourey, Julia Pomerenk, and Susan Poch. As things start, additional help may be needed. If interested contact Susan.
 - Will need to determine what might work and see the faults. Perhaps Provost will need to approve and guide ESG.
- Regarding the proposed Academic Regulation 38, Provost was neutral and did have concerns. He needs more data.
 - Deficiency is one of the best predictors of attrition partly because of the rules we have and some students are allowed to stay here multiple times.
 - Fran Hermanson will do some retention revenue calculation.
 - Discussion regarding a first semester petition process for those who fall below 1.0. Some students have extenuating circumstances much different than those who are disengaged.
 - Difficult to determine who has chosen to disengage and stop going to class since some faculty are reluctant to do attendance or submit mid-term grades.
 - Stephanie Kane in Fran's office did a large amount of data by looking at less than 1.0 groups, what was the High School GPA, prediction of attendance, and retention. Found most students below 1.0 were also on the lower end of the scale incoming High School gpa.
 - Can we have those sign off on a conditional admit document stating where they are and what is available for them?
 - Colleen McMahon reported ASWSU is pushing for this because of WSU's party school reputation and how we forget we have the party school mentality. Bullet four of the Provost's letter referring to using SFCC as an alternative model: the concern is the size and not able to provide all needed classes as well as students still living in campus dorms.
 - UI moved to this process and found neither students or parents were upset about the rule. A meeting with them will be coordinated.
 - Terese King, Mary Wack, Erica Austin, and Susan Poch have a meeting with the Provost on February 17th.
- The request for the Academic Advising Training Coordinator was given the thumbs down due to the budget issues going on right now but Provost thought it was a great idea.

- ACG proposed trying again in a different way after the beginning of the fiscal year after the funding has been established. They also suggested contacting the Drive to 25 institutions regarding their academic advisor training, what they are trying to do, and their protocol.
- Brian Dixon will work on this with ACG and Sara Stout will look at other institutions on how they do it.

2. Year of the Advisor Reception

a. January 31, 2017, *Please remember to RSVP*

- Please RSVP.
- Not happening on other campuses but hoping to have it with them at a later time
- Reminder: Spring Advisor Forum is on President's Day, February 20th. It will be held in the CUE.
- Guest speakers are: Erin Justyna, Texas Tech University and Mary Jo Gonzales, Vice President for Student Affairs.

b. Accomplishments and achievements

- Susan shared with the Student Success Council what had been going on in advising this year and the activities.
- Advising notes and guidelines were discussed as well as getting directors and chairs to use them. UAAEC will adopt some guidelines to nudge our advisors along.
- Year of Advisor is an opportunity to have a focus on advisors. Possibly put in WSU Magazine special relationships advisors have with their students.
- Faculty Senate looked at an information item going into the Educational Policies and Procedures Manual referring to all who advise complete and maintain Level 2 certification. This is a big win for UAAEC/ACG.
- Will move ahead with Blackboard MOOC. The up-front cost will be covered and ASCC will provide the \$200 for technical support.

Adjourned at 1:59 pm

**University Academic Advising Executive Committee
Meeting Minutes
Meeting Date: 1-27-17**

ATTENDANCE

NAME	TITLE	ORGANIZATION	PRESENT
<u>Committee Members</u>			
Ackerson, Sara	Academic Coordinator	College of Business	Yes
Austin, Erica	Vice Provost – Academic Affairs	Provost Office	No
Bond, Robin	Clinical Associate Professor	Honors	Yes
Canty, June	Associate Vice Chancellor	Academic Affairs WSU Vancouver	Yes
Dixon, Brian	Assistant Vice President	Student Financial Services	Yes
Gizerian, Samantha	Clinical Assistant Professor	Integrative Physiology & Neuro	No
Hermanson, Fran	Executive Director	Institutional Research	Yes
King, Terese	Director	ASCC	Yes
Lessmann, Jeremy	Clinical Assistant Professor	Chemistry	Yes
McAteer, Kathleen	Assistant Vice Chancellor	WSU Tri-cities	No
McMahon, Colleen	External Committee Vice Chair	ASWSU	Yes
Meiers, Mysti	Academic Coordinator/Advisor	WSU Tri-cities	Yes
Mordhorst, Todd	Public Relations Com Coord	Provost Office	Yes
Morgan, Amanda	Associate Director	New Student Programs	No
O'Donnell, Debbie	Director	Global Campus	Yes
Poch, Susan	Assistant Vice Provost	Office Undergraduate Education	Yes
Pomerenk, Julia	University Registrar	Registrar	No
Schneider, John	Associate Dean	College of Engineering	No
Scourey, Joy	Senior Associate Director	Student Financial Services	No
Stout, Sara	Director of Student Services	Program in Communication	Yes
Wack, Mary	Vice Provost for Undergrad Education	Office Undergraduate Education	No
Walter, Jon	Assistant Director	ASCC	Yes
Wehrung, Nancy	Senior Associate Director	Admissions	No
Yocum, Darren M	Executive Director	Enterprise Systems	No
<u>Guests</u>			

MEETING LOCATION

Meeting Location: CUE 512
AMS: Tri-cities
Vancouver