

University Academic Advising Executive Council
Minutes
February 24, 2017

1. Updates

a. Proposed Academic Regulation 38B

- Provost Bernardo was given data before the February 17th meeting.
- Talked in detail about his concerns, i.e. retention, legislature, and WSU not perceived as a quality institution.
- After in-depth discussions, Provost supports the proposed regulation with one change. Instead of the word “dismissed” use “recessed”.
- He would also like to see the advisors working with those students, continuously keeping in touch, and letting them know they are welcomed back.
- Students recessed for one semester will have the opportunity to reapply for reinstatement, and submit a petition for retroactive withdrawal.
- The proposal has moved to the Academic Affairs Committee when they meet February 28th.

2. Unpacking the Equitable Advising Model

a. Data

- Samantha Gizerian provided a pie chart showing breakdown of information gathered from the first semester decoupling advising pilot.
- Co-horts started with 417 students and by semester end 409 were remaining primarily due to changed major.
- At January 3rd, 122 have not meet with their advisor and 23 were not enrolled in spring 2017.
- The data also looked at deficient students among the co-horts.
- Students did as well in the co-horts as their peers who had advising holds.
- Survey was done post 2016 and received 37 responses to these areas.
 - Of those in co-hort, 31 students met with advisor face to face and 6 did not.
 - They met to discuss:
 - * classes or to register,
 - * long term planning,
 - * research opportunities, and
 - * study abroad.
 - Students communicated with their advisors three times or less.
 - Information students would like to have:
 - * four year plan earlier in career,
 - * better course descriptions, and
 - * suggested to alert them if they could declare a minor,
- ASWSU is developing training for them to be self-sufficient with technology tools and planning course. They have two milestones tied to spring semester.
- First milestone training:
 - my.wsu and advisor blackboard space; requirements; certification status; what-if reports; where to find holds; prerequisites; enrollment errors; getting permission for classes and waitlists; how to check WSU email and change

passwords; how to search for UCORE courses; and they would take a mini quiz at the end.

- Second milestone training:
 - Resources students need for four year planning; second majors and minors; my planner; what to do if change plans; writing portfolio; graduation application; and take a mini quiz at the end.
- Filming videos will begin in March.
- How students will do these: possibly have a blackboard course where students are enrolled in them.
- Possibility to archive the modules on individual advisor's blackboard space.
- At Vancouver's Advising Executive meeting they discussed the definition of being in the co-hort, many of their students will never be a part of the program as they transfer in.
- When does the pilot end? Target date is at the end of fall semester. Eventually be a system wide practice but want to make sure kinks are worked out first.

b. First-year student messaging - Tabled

c. Other questions/concerns

- At the College of Arts and Sciences Executive meeting brought up that Health and Wellness sends only a list of ID numbers to advisors for students who still have Booze, Sex, and Reality Checks, Green Dot, and the E-CHUG holds. Is it possible to have the names as well? Maybe someone in their area can do a report using OBIEE or get access to do that.
- SAP Committee is asking for four advisors to join them. They would meet a couple hours each week. Can be in-person or via skype.
- Financial Aid needs help to make phone calls to students who are unable to sign up for classes because of financial hold and what they need to do.

d. Next steps—Tabled

Meeting adjourned: 2:10 p.m.

University Academic Advising Executive Committee
Meeting Minutes
Meeting Date: 2/24/17

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	Yes
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	Yes
Hermanson, Fran	Executive Director	Institutional Research	
King, Terese	Director	ASCC	Yes
Lessmann, Jeremy	Clinical Assistant Professor	Chemistry	Yes
McAteer, Kathleen	Assistant Vice Chancellor	WSU Tri-cities	Yes
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	
O'Donnell, Debbie	Director	Global Campus	
Poch, Susan	Assistant Vice Provost	Office Undergraduate Education	Yes
Pomerenk, Julia	University Registrar	Registrar	Yes
Schneider, John	Associate Dean	College of Engineering	Yes
Scourey, Joy	Senior Associate Director	Student Financial Services	
Stout, Sara	Director of Student Services	Program in Communication	Yes
Wack, Mary	Vice Provost for Undergrad Education	Office Undergraduate Education	
Walter, Jon	Assistant Director	ASCC	Yes
Wehrung, Nancy	Senior Associate Director	Admissions	
Yocum, Darren M	Executive Director	Enterprise Systems	
<u>Guests</u>			
Nicholas Swabb	Asst. Director of University Affairs	ASWSU	Yes

MEETING LOCATION

Meeting Location: CUE 512
AMS: Tri-cities
Vancouver