

**Advising Consultant Group
September 19, 2016 Minutes
Lighty 405**

1. Updates on Advising Changes
 - a. Planning, Delivery and Assessment Committees
 - The Delivery and Assessment Committees are planning to meet.
 - The Planning Committee will meet on Thursday.
 - b. Pilot for 30-90 cr. student advising
 - Pilot so far is going well. Jeremy has developed the qualtrix survey so advisors can note and track students coming in.
 - Two students have been lost due to changing of majors.
 - Only two to three dozen have come in for their meetings with their advisors.
 - Students are accustomed to coming in later in the semester so numbers should increase then.
2. Fall Advising Forum *SEPTEMBER 23, 2016, 8:00 a.m. -12:00 p.m.*
 - a. Updates from planning committee members
 - The forum is this Friday from 8:00 to noon. The Agenda is almost finalized and will be sent out as well as the power point and any other information to the attendees.
 - Presenters and topics:
 - Terese King, “Who are our Students”
 - Melynda Huskey, Keynote Speaker, “How to help students transition”
 - Introduction by Dr. Erica Austin regarding Year of Advisor
 - Updates
 - Dr. Mary Sanchez-Lanier, Advisor of the Year award recipient, “Tips and Tricks”
 - b. Spring Advising Forum, February 20, 2017, *Save the Date!*
 - Spring forum will be a full day and will follow last year’s model.
 - The Best of Region will be in the afternoon.
 - Still working on the funding issue.
3. EAB Guide kick-off event, October 18th p.m./19th a.m.
 - a. (2 half days, advisors need not be present for everything)
 - Dr. Erica Austin will introduce the guide.
 - There will be an update at Friday’s forum.
 - New Student Programs will plug into this mobile app.
 - There are 90 different resources on the list including the best places to eat for those not familiar with the area.
 - Latitude and longitude would be available to direct them to their destinations.

- Students will be able to make advising appointments and be put on their academic calendar.
 - Students can receive notifications from their advisor or they can send notices to their advisor.
 - Will have checklists.
 - Jon Walter and Student Success Collaborative committee will work to have it available for advisors to see the finished product.
- b. More info to follow, for now *Save the Date!*
- Erica will talk more about it at Friday’s forum so advisors are more informed about which days and times they can/should attend.
4. Development of 411 site
- a. Update from Technology and Communication sub-committees
- Met last week. It is something easy to set up as they need names and NID for those using it.
 - There are two areas that will be included for sure:
 - FAQs
 - Calendar
 - Next step is figuring out who has access to make changes.
 - Sub-committee will schedule meeting after the NACADA Conference.
5. Year of the Advisor
- a. Career Ladder discussion
- i. Advising directors to start conversation - tabled
- b. NACADA Consultant
- i. Discussion on previous consultant visits & outcomes
 - o Was asked if committee read the report Susan sent from previous consultant visit?
 - o College of Arts & Sciences Advising Council went over it. Their comments:
 - A lot of what was suggested was actually done.
 - Biggest thing missing was the assessment of the advisor.
 - The consultant could assist us with this.
 - ii. Sub-committee formed
 - o The committee will have something to report once they have met.
6. ASWSU and four year plans discussion
- The four-year degree guarantee is a contract between the university and the student. The student would be required to meet certain requirements in order to complete degree requirements within four years. The university would incur the cost for a course if the student didn’t need it.
 - This is a model that Portland State and Boise State follows.

- Areas of incoming students where this would not work are Running Start and Transfer students.
 - Concern is where the funds will come from to pay for the additional courses.
 - ASWSU feels it has benefits for the students and they would like to see a higher percentage of students graduating in four years Right now only 42% of the undergraduate student population graduates in four years and that is too low.
 - Committee thoughts and issues brought up:
 - How do other universities deal with the different programs?
 - Some students are unable to meet the major requirements.
 - WSU has done this before in 1999. In the 1999 catalog under the requirements on page 9 is information on the four-year degree plan contract students could sign their first year. This lasted three years and didn't work out so it was discontinued. Reasons: not enough interest, too much flux, not enough students utilizing it, and students changing their major.
 - Eligibility could change if students studied abroad.
 - Communication, Business, Neuroscience, and Engineering (perspective Engineering student has the 3.2 GPA requirement).
 - Business is re-thinking their certification process as the student demand in their 300 level classes is out pacing capacity. Ruth Ryan and Anna Chow are working on alternatives for Business.
 - Some issues now are:
 - students not able to get into assigned classes due to seating capacity to meet the number of students who certify, and
 - students register late for classes so are unable to get into them.
 - Committee asked if ASWSU had spoken with the students on this topic.
 - Nicholas Swaab will share the committee's feedback and do a survey after this meeting then report to the committee next time.
 - The committee shared they had discussed off-ramps for students who would end up changing their major. At this time there are no official off-ramps for all areas, only for some.
 - Clustering advising had been discussed based on data received.
 - ASWSU discussed at their last meeting regarding students being asked to leave the university for a semester who earned below 1.0 GPA. They were in agreement with that.
 - Asked about the Universal Program for one universal application across the board? Was advised to reach out to Global Campus or Ruth Gregory.
 - The number one project for ASWSU University Affairs is if faculty would be on board for I-clicker?
 - not all faculty - would depend upon the textbook, and
 - not all faculty are tied into a textbook bundle.
 - Can find more information on that by reaching out to Leslie Sprunger or Steve Lampa.
7. Updates from colleges or departments or advising units
- New Student Programs is working on putting together a list of resources with contact information for advising centers in each college/area.

- These are Pullman Specific at this time but working with EAB on getting each campus connected.
 - Information from Communication and Business is clear but other areas are not.
 - Amanda asked the group to email her if they have something such as:
 - Department contact other than advisor,
 - Central resources for them.
 - What they would want it titled.
 - Suzanne Lambeth reported:
 - they have added in the Student Center the “Applied to Graduate” checklist. If the student has 90 credits, certified in their major, and applied for graduation; the note won’t be there. If students have not applied to graduate, the note will be there and advisors are to encourage their students to complete the process;
 - cleaned up the Advisement Report where it lists the major interest/certified major/second major/minor; and
 - they are working on a universal name so we are all using the same terminology and there is less confusion. Now it is called different names, i.e. Degree Audit, Degree Completion, depending on where you look.
8. Advising Issues subcommittee update
- Issue: courses in a student’s shopping cart, they are unable to see how it fits in their calendar. Ruth Ryan is talking with Jon Walter and Karen Gallagher regarding this.
 - Schedule Surfer is still available but was not effective during ALIVE! Also the information regarding availability of classes was not in real time.
 - Schedule Surfer only works for the Pullman Campus.
 - More information to come.

Meeting adjourned at 1:02 pm

**Advising Consultant Group
Meeting Date: 9/19/2016**

ATTENDANCE

NAME	TITLE	ORGANIZATION	PRESENT
<u>Members</u>			
Acuna-Luna, Ray	Academic Advisor	Access, Equity & Achievement	No
Alexander, Kate	Admissions & Advising Coordinator	Honors College	Yes
Arnold, Donna	Associate Director	Multicultural Student Services	No
Casavant, Colette	Academic Coordinator	CAHNRS	Yes
Chow, Anna	Assistant Director/Academic Coord.	Liberal Arts General Studies	No
Gizerian, Samantha	Clinical Assistant Professor	Integrative Physiology & Neuro	Yes
Hammond, Angela	Director Student Services	College of Education	Yes
Hathaway, Thaddeus	Assistant Director Student Athlete Dev	Athletics	Yes
Horton, Marian	Academic Coordinator	Health Professions Student Center	Yes
House, Paulette	Assistant Director	Carson College of Business	Yes
Kincaid, Christi	Student Services Supervisor	WSU Online Admin	Yes
Lambeth, Suzanne	Assistant Registrar	Registrar Office	Yes
Laughter, Lisa	Academic Coordinator	Program in Communication	Yes
Lessmann, Jeremy	Clinical Assistant Professor	Chemistry	Yes
Meiers, Mysti	Senior Academic Advisor	WSU Tri-cities	No
Morgan, Amanda	Director	New Student Programs	Yes
Oakley, Christine	Director Global Learning	International Programs	No
Poch, Susan	Assistant Vice Provost	Office Undergraduate Education	No
Ramsing, Allison	Academic Coordinator	WSU Vancouver	Yes
Ryan, Ruth	Associate Director	Academic Success & Career Center	Yes
Schertenleib, Kasey	Academic Coordinator Senior	College of Engineering	Yes
Swaab, Nicholas	Asst. Director of University Affairs	ASWSU	Yes
<u>Guests</u>			

MEETING LOCATION

Meeting Location: Lighty 405