

Advising Consultant Group
March 18, 2019 Minutes
CUE 512

UAAEC Update

Meeting on Friday, March 22 to share subcommittees findings. Three subcommittees met in place of last month's meeting.

- Academic planner subcommittee: looking at current planner in myWSU and trying to find a more user-friendly process for both advisors and students that would have a more interactive interface. Ideally, hoping that students could move their classes around and then an advisor could audit it and make adjustments from the advisor's side. The group was formed when discussion arose about purchasing a new product to accomplish something Enterprise Systems can do, but isn't currently. This group has multi-campus representation as there is a need for a separate planner for each location, based on the needs of students on that campus.
- Advising training subcommittee: will be looking at what information students are getting, and how to better train students to use tools available to them. Looking for a way to fit in the training without adding more to Alive! programming.
- Advising notes subcommittee: Goal is to get everyone using advising notes on myWSU. Chioma Heim is taking over since Sara Ackerson is leaving. Trying to get everyone used to using notes across system to help students when they transfer, switch majors, or advising from one campus to another.

Groups reporting back at next UAAEC meeting Friday, March 22.

CAREER LADDER

- Following up with HRS to see if they have the power to approve or if authority resides within UAAEC for release. Latest draft of document has been through UAAEC and the provost's office.

LESS PAPER AT ALIVE

- Moving forward, work group with UAAEC . Working on pre-set templates to go into advising notes so there is already a starting point for advisors.
- As students are processed through the summer, using Alive! as a prerequisite for particular classes.
- Spring Alive!- set up prerequisites for math and chemistry. Have students register themselves for their classes as advised by their advisor, and then ran reports the next business day and sent information out to math and chemistry departments. During summer Alive! will work well because there will be time to check that they signed up for the right class.

- Already pushing all advisors to leave notes. Templates such as “talked to student about credits coming in” will make it easier. Hopefully.
- Still do the white slip, after these notes take off. All for getting rid of them, but not right away. If we get feedback that we don’t need white slips anymore, proceed thusly.
- Using Alive! as prerequisite. Only turned on for those students during alive. It helps ease the process for students at registrar’s table where people are manually adding students in. This way its automatic, you can run reports and look things up without waiting for the green sheets to be transcribed.
- If you are in area where lots of students have to be manually entered, this is a way around that process. It is a better alternative than waiting for green sheets to be transcribed.
- It is easier to turn them off for everybody, than to turn on individual ones selectively. If you want prerequisites checked at Alive!, let Jeremy Lessmann know.
- English and foreign language programs want scores checked.
- Tri-Cities employs a similar system for transfer students for any departments that want prerequisites checked .
- Discussing setting up a training on advising notes. Alive! advising training day is already full, so looking at adding separate training for advising notes. More knowledge on the use of notes and best practices is needed across all departments to maintain consistency.
- Alive! advisor training is also being revamped by Ruth Ryan, Amanda Morgan and Sara Ackerson, to help train advisors to use tools better and make it more seamless. Looking into moving advisor training into May, closer to June.

ADVISING FILE RETENTION

- Colette Casavant met with all advisors to find out how long they keep student files, found out that there is no consistency between departments.
- Per Business Policies and Procedures Manual put out by the office of procedures, records and forms: Student folders are to be retained for one year after student graduates, transfers, or quits then they are to be destroyed.

PROPOSED CHANGES to WSU’S CERTIFICATION PROCESS

- The new change would turn the current system upside down. Instead of being certified, students would declare a major and their ability to stay in the major would be contingent on meeting set milestones (minimum GPA, finishing certain class) so students would be rejected out of the major instead of accepted into the major.
- This would change the mindset to assuming success up front, and encouraging them to maintain it.
- For some majors, with lots of certification requirements (engineering), this is going to create an issue.
- Wanting to make sure everyone in the advising community is aware of this and think about the big picture for populations of our students.

- First part of memo going out 60 or more credits not certified-want to know how many students are transfer students or running start freshman.
- Academic Affairs Committee found that WSU is losing lots of students who go to University of Washington because they can be accepted as an engineering student. For the students, it matters to them that they got into the program and can claim it.
- Students with transfer credit are (currently) confused that they have to do things to certify. Their assumption is when they came here, met with an advisor, and decided on a major that they felt like they were a part of something but they really aren't yet, until they certify.
- First-generation students feel like they proved themselves worthy in the application process, but they aren't allowed into the program they want.
- You can be in this major, if your performance is high enough. Encourage them to excel and beat that standard. "Good enough to be here, until you're not."
- No barrier called certification that would prevent their process. "In order to stay here, you have to maintain a 3.5" set up milestones in place of certification
- Change mindset as well as the language (see above)
- It's more positive as the student will have to work to keep it. They still have pressure to perform to a standard.
- Certification at universities is prevalent in the Northwest region of the country.
- With engineering majors, simplify but set forth course milestones such as passing calculus 1 in first year. But it opens up big questions if we let them declare major on enrollment. Is there a way to say "you can't meet these requirements in one year" and we will decertify students who don't meet it in first year.
- Associate deans put forth a proposal for colleges to choose to opt in to the new plan. Deans and the provost's office rejected the proposal in as it would make departments too different and inconsistent across campus. Plus, students switching majors would have to adapt to a new system at each college.
- Work group to write the language then send it up to the provost's office to get work group started. Foreign concept across many schools. Staff will have to adapt to a drastic mind shift if it passes.
- Two meetings left for faculty senate for this year. It will be entered as a discussion item, and then move onto voting at the last meeting. If it passes, they will give a year to implement it.
- Recruitment and enrollment will be changing: academic interests vs majors
- How did other universities work through this?
- Where is the discussion for students who are decertified and where do they land? When they are released from a major, do they go to an undeclared status, or are they sent to the ASCC for reassigning?
- Are there minimums to move into another major? Strongly encourage discussing with curriculum committees.
- Does this further encourage or enable students to bounce between majors?
- More students will be retained in their majors, want to keep them. Not working to decertify them.

- Trends seen in PAC 12 schools is that they have interdisciplinary programs acting as colleges. Not degree granting, but could that potentially be a home for students to fall back on when they fall out of the major?
- Considered bringing back University College.
- Two semesters when they are with you to meet those requirements set forth for the first year.
- What we see currently with decertified students: they are hanging onto a thread trying to get back into the major. Floating above 100 credits, hoping to get back by retaking class. But repeat policies differ by department. Trying to get class outside, difficult if it is higher than 100 or 200 level. It's a gentler approach than what we are currently doing.
- Sense of urgency-if it gets approved, lots of implementation to do. Less than a year to get it rolling.
- Timeline was picked because of the recruitment cycle. If it doesn't pass faculty senate this year, it will be brought up this year. Pushed by newer deans, older deans aren't challenging it and are in support of it.
- This movement is based on recent developments in the recruitment landscape. Oregon State announced plans to switch to no-certification but it is not reflected in catalogue. U of W is cited after they announced it last year. After investigating their engineering program, it was found that they are accepting freshman into the engineering college, but not the specific engineering program they want.
- Don't want a bunch of different systems for how students get kicked out of major. Wanting to have a more centralized plan.
- Faculty senate could make an amendment to change the timeline. The proposed timeline was there for to see if it was conceivable to do in a year
- No pathway to certify with students who get straight Cs. Other times when they hit 60 credits with Cs, don't have plan b at that point

Terese King Advisor Learning Program

- Moving forward with a search for Sara Ackerson's Student Services Coordinator/Advisor 2 position. Will be conducting a national search. There are trainings scheduled throughout the rest of the year, nothing will be canceled through academic year. Working on a list of who has completed what training so far.
- Anticipating seeing resumes end of April.

ONCE AROUND

Tri-Cities-starting group sessions today and running through mid-April. Meeting with new students individually, freshman start meeting June in NSO

CAHNRS-New director of recruitment and retention Josh Davis

Global-New Carson Cougar curriculum. Committees working on catalogue change effective in fall. Advising true freshmen. Hiring for registrar's office and a new person in recruiting.

ASCC-file making process for Alive! Do we need HS transcripts as part of that file? Some advisors want them some don't. CAS has foreign language requirement so need to see what was accomplished in high school. Not everyone has imaging access.

- Get everyone access to look it up on Imaging themselves so advising will be easier.

Registrar's Office-Blaine Goldman will be taking over for Suzanne Lambeth. The new program assistant in graduations is Michelle DeNoewer. Jake Powell will be coming onboard April 1.

Julie miller and Treva Beebe have moved to third floor of Daggy.

Tibbals-HBSC open position

**Advising Consultant Group
Meeting Date: January 18, 2019 ATTENDANCE**

| NAME | TITLE | ORGANIZATION | PRESENT |
|-----------------------|---|-----------------------------------|----------------|
| <u>Members</u> | | | |
| Vacant | | Access, Equity & Achievement | |
| Acuna-Luna, Ray | Director, Cougs Rise | Student Success Initiatives | No |
| Ackerson, Sara | ALP Coordinator | ASCC | 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 | Yes |
| Denman, Chanelle | Academic Coordinator | Carson College of Business | No |
| Erwin, Heather | Assistant Athletic Director | Athletics | Yes |
| Gizerian, Samantha | Clinical Assistant Professor | Integrative Physiology & Neuro | Yes |
| Hammond, Angela | Director Student Services | College of Education | No |
| Kincaid, Christi | Student Services Supervisor | WSU Online Admin | Yes |
| King, Terese | Executive Director of University Advising | ASCC/UAAEC | Yes |
| Lambeth, Suzanne | Assistant Registrar | Registrar Office | Yes |
| Lessmann, Jeremy | Clinical Assistant Professor | Chemistry | Yes |
| Lora, Mariella | Student Services Coordinator | WSU Tri-Cities | Yes |
| Fillinger, Bailey | Undergrad, Staff Assistant | ASWSU | No |
| Morgan, Amanda | Director | New Student Programs | Yes |
| Oakley, Christine | Director Global Learning | International Programs | Yes |
| Ramsing, Allison | Academic Coordinator | WSU Vancouver | Yes |
| Ryan, Ruth | Associate Director | Academic Success & Career Center | No |
| Schertenlieb, Kasey | Academic Coordinator | College of Engineering | Yes |
| Tibbals, LeeAnn | Academic Coordinator | Health Professions Student Center | Yes |
| Vik, Tami | Academic Coordinator | Communications | Yes |
| | | | |