

University Academic Advising Executive Council (UAAEC)
Minutes
March 22, 2019

Reports

1. UAAEC Working Groups

- MyWSU Academic Planner Pilot – Matt Zimmerman, registrar
Issues with test environment, planning for a later date. Met with central WA university that currently uses a my-planner feature. Can it be bought or use their product and save our IT people time to build the student facing? It is possible to complete it in house, but is it worth the time and manpower? Onboard to move forward with myplanner. See how it currently exists and move on from there. Enterprise systems thought it looked nice and we have what we need now, just need a decision to move forward with interactive planner. Have good things in place for degree audit and make appearance better for students and staff. Interactive planner student facing from central WA evaluates my transfer credit.
- Training Program for Students (teaching academic tools) – Amanda Morgan, NSP
Working on teaching tools to train students to use academic tools in myWSU. Progressing quickly, working with student workers within NSP to pick up ASWSU video project. Looking to launch a system-wide approach for videos so they are not campus specific.
- University wide adoption of MyWSU Advising Notes – Chioma Heim is taking over for Sara Ackerson. Making advising notes mandatory. Get it going by the time Alive! starts to help advisors see the benefits of notes, making sure there is uniformity and consistency. Working on message to advisors and supervisors. MyWSU not SSC Campus. Reducing the number of clicks to get to notes will be focused on in training.
 - Working with videos, want to go further than ASWSU attempted last Spring.
 - Study abroad had course approval forms in advising notes, helpful because advisor could look in there and clear them for graduation.
 - Considered putting them into Imaging.

2. Transfer Information/Issues – Waylon

- Transfer Credit Information Web Content: Recent meeting with colleges and departments regarding the need for more transparent transfer credit information with a focus on major-readiness on www.academics.wsu.edu webpages. Examples would include highlighting critical courses from the catalog schedule of studies and other relevant transfer credit information (such as processes, exceptions, etc.) that are essential to major-ready preparation for students with transfer credit. I can provide some example.
- Recruitment Communication to Transfers: As part of these meetings, I've been working with Admissions & Recruitment to develop more targeted communication to admitted transfer students with an emphasis on academic requirements and connection with departments. These will be linked to www.academics.wsu.edu webpages which emphasize needs for relevant and updated content.
- Consistent as possible throughout academic units, making sure information is transparent.
- See how myplanner fits in with this. Want to make sure there are ways for systems to talk to each other. What other ways do we share that information. Not user friendly to put them in a cart and then move over to degree cart.

- Transfer Course Search tool and Course Evaluation Requests: I will be re-launching an effort to have the transfer “tables” data migrated from myWSU and into a web-service environment that is more customizable, and hopefully less prone to system outages. I’ll be working with International Admissions to assist with the communication to students with international transfer credit on the processes to have courses evaluated for UCORE and departmental requirements. This will likely result in a separate intake tool for international credit at www.transfercredit.wsu.edu. I’m also in discussion with Recruitment about utilization of the system-wide CRM for these types of forms possibly as early as this fall.
 - International Baccalaureate (IB) policy updates: WSU will be updating credit-awarding for the Fall 2019 recruitment class. Scores of Standard Level 4-7 and Higher Level 4 will now be acceptable for credit. The updated equivalencies will be posted soon, and we are reviewing processes for current students to request updated equivalencies as well.
3. Advisor Learning Program Report
- June 2018 through now on the report with further trainings scheduled through May. 30 opportunities this year offering roughly two a month. Front loading and backloading the term so it’s not so busy right now. 1034 total attendees. Position about to post nationally, with multiple campuses involved in the search now.
4. Advisor Consultant Group (ACG) Report – Ruth
Met on Monday-proposed changes to rule 53 and 56

Updates/Discussion

1. Proposed Changes to Academic Regulation 53 & 56 (updated proposal attached)
 - Proposal has evolved after feedback and meeting. The start of these conversations started at deans level, certification is new. Looking at recruitment landscape.
 - Mindset shift from a gate-keeping stance to an open for everyone, as long as they continue to be successful within that major.
 - Associate deans had a small group to look at current certification rules 53 and 56 and wanted to make some changes. Small group met a few times. Presented progress, has to apply to all of WSU. We can’t admit into a college, students can’t get a degree in a major.
 - 53-currently says students at 60 credits encouraged to declare a major or certify in it. There are many students that swirl around, without getting into a major. Sometimes they are undecided or don’t have another plan. They want to retake the class that got them out of their major but repeat policies differ.
 - Transfer students have always been an issue for certification.
 - Running start students have freshmen credits. How many credits were earned at WSU? Onboarding them early on so they know there are clear expectations.
 - Proposal went through several changes, after Academic Affairs Committee there were lots of good questions. Preparing to present it to the faculty senate.
 - We can see where allocation of resources need to go. Deans sent letter of support, getting nursing and medical school involved in the conversation. Effective 2020, all deans are in support.
 - If faculty senate passes proposal, we would have own milestones along the way. If the advising population isn’t ready, faculty senate could propose delay in the timeline until it is ready and correct.

- Now, students will be admitted directly into the major.
- Suggestion to combine 53 and 56 in new proposal. It would replace the two, and free up an academic regulation. Combining what to do to declare a major.
- General sense of it is positive. People had lots of questions, wanted the task force working on it was filled with people on the front lines, not deans and administrators.
- On docket for next faculty senate meeting, March 28
- Question about over-enrollment and how the numbers would be controlled. Departments won't be comfortable with unlimited people or open enrollment for a major,
- Departmental minimum requirements, will it result in higher requirements for GPA?
Mechanical Engineering currently requires a 3.3 GPA minimum, will it go to 3.5?
- Carson doing research as to how to incorporate the interview process into the system, and set it up as a milestone.
- In Boston, admissions over-accepted into a program, which resulted in an accreditation issue
- How many schools have admissions separate for separate programs, like Kansas State does?
- Don't want to create more work for advisors creating milestones that could be automated.
- Some advisors have to open multiple browsers so they can pop up multiple tabs. They see it as a barrier, but it's a matter of training and unlearning old behaviors.
- Example: athletic training has 20 spots a year, and received 40 applicants last semester. What do we do with the extra students? Where do they go? The more examples we can give to departments, the more helpful it will be. We need to look at previous years and see what students are doing when they switch majors or leave WSU. Are they trying try to get back in the program later?
- Nursing-70-80 freshmen, only take 24 spots a year.
- Students retain an eternal hope of getting in, they need to have a backup plan.
- Prerequisites and catalogues need to be rewritten. Registrar's office will need more staff.
- What happens when you don't get into your major?
- In the current system there are departments who send them away when student doesn't get certified. Advisors aren't working with them to help with a plan B but rework into plan A.
- Notify students early and work with them instead of sending them somewhere else
- Tri-Cities does advising for a year, instead of semesters
- Adding minors, or second majors?
- Someone has to send registrar paperwork when major is changed.
- Example: Liberal arts finishes freshmen year and then switches their major to engineering. Now they're a year behind. Give them 2 years probation to get caught up and assign them to an advisor in the new major.
- Decertification aspect-should be clear what expectations are and where accountability lies when a student is dismissed from their major.
- Talking to recruitment to switching advertising areas of study to majors.

Next Meeting: April 19, 2019; 12:30 – 2:00 p.m.

Final Spring Semester Meeting:

- May 17, 2019; 12:30 – 2:00 p.m.
- Not meeting over Summer. Meet if need to working groups can meet. Look at calendars for next year are their better availability.
- June will be meeting with Terese to find Vancouver replacement

Meeting Date: 3/22/2019

ATTENDANCE

NAME	TITLE	ORGANIZATION	PRESENT
<u>Committee Members</u>			
Ackerson, Sara	ACADA President	ASCC	Yes
Bond, Robin	Clinical Associate Professor	Honors	No
Canty, June	Associate Vice Chancellor	Academic Affairs WSU Vancouver	No
Dixon, Brian	Assistant Vice President	Student Financial Services	No
Fillinger, Bailey	Staff Assistant	ASWSU	No
Gizerian, Samantha	Clinical Assistant Professor	Integrative Physiology & Neuro	Yes
King, Terese	Director	ASCC	Yes
Lessmann, Jeremy	Clinical Assistant Professor	Chemistry	Yes
McAteer, Kathleen	Assistant Vice Chancellor	WSU Tri-cities	Yes
Morgan, Amanda	Associate Director	New Student Programs	No
O'Donnell, Debbie	Director	Global Campus	Yes
Pressley, Shelley	Associate Dean,	Voiland	Yes
Ryan, Ruth	Associate Director	ASCC	Yes
Safranski, Waylon	Assistant Director	Transfer Resource Center	Yes
Scourey, Joy	Senior Associate Director	Student Financial Services	Yes
Stout, Sara	Director of Student Services	Program in Communication	Yes
Wack, Mary	Vice Provost for Undergrad Education	Office Undergraduate Education	No
Walter, Jon	Admin Planning Specialist	Institutional Research	Yes
Wehrung, Nancy	Senior Associate Director	Admissions	no
Yocum, Darren M	Executive Director	Enterprise Systems	Yes
Zimmerman, Matt	Registrar	Registrar's Office	Yes