

**Advising Consultant Group**

**May 18<sup>th</sup>, 2020**

1. COVID 19 as it affects advising (Terese)
  - At the most recent WSU Parent's Town Hall, there was a lot of "certification" language being used. Please make sure to update webpages that are still using this language as opposed to "Admit to Major/released from Major" (Rule 53). If you need a refresh, the Rule 53 FAQ is still on the Advising 411 page.
  - Still no decision has been made on July Alive!. June is being delivered online.
2. UAAEC Update (Colette)
  - May Meeting cancelled. Will forward Major Change Draft to next meeting.
3. Summer Tuition & Fees (Managing student frustration/questions) (Angie)
  - Advisors are feeling like there is not a place to direct students and parents regarding mandatory fees. The COVID website does not address this sufficiently. Advisors are getting a lot of frustration from students and parents for lack of information. It was suggested that there is some good information in the Dean of Students Webpage.
4. Advisor II Training & Career Ladder (Chrisi)
  - Chanelle (ALP) has good information for the Advisor II training. Please see her if you have any questions or need help with this. Chanelle will send out the Learning Transcripts to all Advisors.
  - It was asked if the Career Ladder is in place for everyone? Terese stated that it was accepted from the Provost Office, and that HR explained that it was not a document to post on their website as it is a Provost and Dean document. Terese does have the Career Ladder and it was sent out to Deans and Associate Deans a few months back. It's up to the department to implement as they see fit. Terese will resend out to the Advising 411 page and all Advisors.
  - Trainings that Advisors take does not always need to be tracked through the ALP. This can be Professional Development outside of ALP, nor does it need to be transcribed. Its up to each department when Advisors move from Advisor I to Advisor II.

- Chanelle will follow up and see if we are up to Level 2 Certification Review again soon.

5. Request for Advisors to receive all emails that are sent to WSU Students (Colette)

- Advisors in CAHNRS are asking if they can get copies of emails sent out to students. Some other Advisors would like this as well. It was stated that one way to see these communications is in MyWSU in the Communications Tab where there is a copy of what is being sent out to the students. Another suggestion is that Leadership can be more mindful and make sure they are including the Advising List Serve when sending out emails, for example Alive! Updates.
- We can meet with Enterprise and see what the options are to pursue this. We would need to meet with other departments as well. Once students enroll, the communication process becomes very decentralized, so it can be hard to include every email that may go out to your advisee. But this could be a best practice goal.

6. Continued Discussion of Exiting Degree/Program Survey: Did departments have a University wide survey for all as students exit from one Major to another (All)

- CAS may be interested, for the purpose of Student feedback. Will get back to Colette on this. Global shared that they prefer face to face conversations with students rather than a survey. ASCC makes sure to include all parties involved with students switching AI or Majors-maybe they could include any conversational pieces with the student in this. VCEA only uses their Exiting the Major Survey for data collecting purposes.

7. Advising Updates (All):

- Murrow-2 new Advisors, Jeremy and Jessica-they are not taking any students yet as they are receiving trainings.
- Global-Summer advising has wrapped up. Late Summer Business courses still have some openings.
- Chanelle (ALP)- please sign up for training sessions.
- Engineering- hired a new recruiter, Lindsay.
- Terese- Complete the Alive! RSVP.
- NSP-sending out an update for Transfer Alive!. Writing placement is online now-Each Alive session they will send out a unique link and there will also be a backup link if the student misses the first one. Links are active now, expires 1 week prior to orientation session.

- Nursing- 2 new doctoral students who are being trained for advising to help out
- Honors- 272 Honors Students are confirmed currently for alive!
- CAS- New Human Biology Major. Will be advised through the Anthropology Major.
- CCOB- New Senior Living Management Degree-more details to come.
- CAHRNS- Viticulture and Enology is now its own degree-moving to Tri Cities Campus. Only Admit to Major in Tri Cities. Can do coursework at any Campus, however. Scholarships may be an issue as well as athletics-more to come. New advisors, Mary Ohnemus. Val Fisher is retiring.
- COE- Had some issues sorting of P/F grading. Reminder-ASCC is not double checking these calculations. Send any questions you have to Ruth. She will send out the master list of deficient students to Advising Directors on June 1<sup>st</sup>. This is the deadline to get all the P/F grades in. The official academic deficient list will come out June 2<sup>nd</sup>. Questions regarding Fall and if students come back- what will keep their Advisors safe from COVID? There are not answer to these questions yet. Departments are having discussions about it, but we will have to wait for official information and instructions. Working on Labs for students in person-President Schultz put together work groups for Res Halls and Classrooms to work on logistics.

8. Next meeting dates:

- a. June 16<sup>th</sup>
- b. July 21<sup>st</sup>
- c. August 10<sup>th</sup>

<b>Member</b>	<b>TITLE</b>	<b>ORGANIZATION</b>	<b>PRESENT</b>
Leverman, Erin	Academic Coordinator	WSU Vancouver	No
Alexander, Kate	Admissions & Advising Coordinator	Honors College	Yes
Arnold, Donna	Associate Director	Multicultural Student Services	No
Bretthauer, Ali	Project Director	ATLAS	Yes
Casavant, Colette	Academic Coordinator	CAHNRS	Yes
Chow, Anna	Assistant Director/Academic Coord.	Liberal Arts General Studies	Yes
Smith-Colon, Stacey	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	Yes
Johnson, Morann	Academic Coordinator	College of Engineering	Yes
Kincaid, Chrsi	Student Services Supervisor	WSU Online Admin	Yes
King, Terese	Executive Director of University Advising	ASCC/UAAEC	Yes
Golden, Blaine	Assistant Registrar	Registrar Office	No
Lessmann, Jeremy	Clinical Assistant Professor	Chemistry	Yes
Dela Cruz, Kim	Assistant Director	New Student Programs	Yes
Ryan, Ruth	Associate Director	Academic Success & Career Center	Yes
Stahley, Bill	Manager of Student Resource Ctr	WSU Vancouver	No
Tibbals, LeeAnn	Academic Coordinator	Health Professions Student Center	Yes
Vik, Tami	Academic Coordinator	Communications	Yes
Gana, Chris	Academic Coordinator	WSU Tri Cities	Yes
Denman, Chanelle	ALP Coordinator	ASCC	Yes
Kimbleton, Leslee	Academic Advisor	Carson College of Business	Yes
Minutes recorded by Crystal Orr	Administrative Assistant	Academic Success & Career Center	Yes