

**Advising Consultant Group (ACG)**  
Meeting Minutes 11/15/2021

**Attended:**

Bretthauer, Ali	Johnson, Morann (Chair)	Leverman, Erin	Ryan, Ruth
Casavant, Colette	King, Terese	Hammond, Angie	
Lessmann, Jeremy	Orr, Crystal (Admin)		
Fagaautau, Dom	Denman, Chanelle		Loughlin, Pam
Chow, Anna	Sanford, Tom	Golden, Blaine	Prizzi, Tiffany
Alvarado-Young, Kelly	Tibbals, LeeAnn	Smith-Colom, Stacey	Gizerian, Samantha

- Pilot program for EARS Early Academic Alerts system:  
The EARS program is designed to allow faculty and staff to refer undergraduate students to university resources for academic support. Staff are encouraged to utilize the referral system at the first signs of academic struggle. The current process of this is a very manual process, the EARS program will automate this process. Currently working with WSU IT to set this up in MyWSU. Everett, Global, Pullman, Tri-Cities and Vancouver Campuses are participating in the pilot. Implementation is planned for Spring 22 semester. Any questions please reach out to Patty Hurin or Alicia Petersen.
- UAAEC report:  
Meeting was cancelled for November. Terese shared that the UAAEC members voted on what topics were of highest priority and the group voted on streamlining the intercampus enrollment process for all campuses.
- Plans moving forward with meetings- hybrid meetings or Zoom only? And did meeting minutes being sent to all through the list serve prove to be helpful?

The ACG meetings will continue over Zoom, as well as the reserved the room in Lighty 405 for staff who want to meet in person.

Feedback that was heard was that staff appreciated the minutes being sent out via the advising listserv. Will continue to do this process of posting minutes to UAAEC website and sending out to listserv.

- Paperless Advising Update:

First subgroup meeting will be 12/7/21. Please let Chanelle know if you would like to be apart of this group.

- DEI sub-group update:

Colette, Tiffany, Heather, Moranne and Katie volunteered to be on this subgroup. May look into revising the ACG purpose statement to include the NACADA mission and to make it more visible. May call on members in ACG for more voices.

- Discussion about advisor morale on campuses:

With a declining retention rate, more and more work is being placed on the advisor. Is there a true understanding on what advisors do every day? What is acceptable and what is not. What does their case load look like? Other duties? How are advisors and students feeling about their advisors being overworked? How can we help/is there anyway to help? Are advisors represented at APAC? All these questions were discussed. When there is a change coming or decisions that need to be made system wide, its important to make sure there is an advisor voice to be heard.

Do any advisors have administrative support?

Looking at revamping an advisor survey that looks closer at position duties and descriptions. What goals are we hoping to come out of the survey? Data collection to take to leadership is important. Should we add a student side to this to include their thoughts on advisor's caseloads?

ACG members will take this back to their departments to talk with advisors to come up with concrete questions and top priority concerns. Members will ask their fellow advisors the following questions to bring back:

"What are major factors affecting your advising work? what is impacting your workload?" "How is the current advising situation impacting students and student retention. What solutions do you propose to address these concerns"?

Keep in mind if you are doing extra work for an open position that has not been filled.

- New Coug Orientation updates and information from NSP:
  - Spring Orientation: Sending communication this week encouraging spring admits to enroll in orientation.
  - December 6 - launch pre-orientation modules  
(Pre-Advising Workshops, UCORE/HONORS workshop, Placement Testing, and Registration modules that preps students for Advising & Registration.)
  - December 17 - advising and registration  
Lunch and Learn: Spring Orientation: Brownbag lunch to learn more about New Coug Orientation plans for spring 2022, ask questions, and give feedback.
  - Friday, November 19  
12p – 1p  
<https://wsu.zoom.us/j/99680960291pwd=TVIyUXNrQmpxUIBZb2xVWkprNW1lZz09&from=addon>  
Meeting ID: 996 8096 0291  
Passcode: 958175
  - Pre-Orientation Modules Office Hours  
Tuesday, November 16  
3p – 4p  
Wednesday, November 17  
12p – 1p  
Friday, November 19  
11a – 12p  
Monday, November 22  
9a – 10a

Advising Consultant Group  
11/15/21

Tuesday, November 23

1p – 2p

Zoom link the same for all sessions:

<https://wsu.zoom.us/j/98051317911?pwd=NERmZ0xDM2FFbzR4aVI4NkVNbUs5>

QT09 Meeting ID: 980 5131 7911

Passcode: 691555

➤ Campus Partner Meeting: Thursday, December 2<sup>nd</sup>, 2021, 11a - 12p

<https://wsu.zoom.us/j/97865333273?pwd=Z2RVemFhNythY1J2anlyWHU1Mk8vUT09&from=addon>

- Advising Updates:

ALP-If you have a Spring forum topic, please let Chanelle know. 12/9/21 reinstatement training-register to attend, new information this year.

Nursing- Open positions in the health center

CAHRNS- Open position.

CCOB- Open positions.

Global Learning- Interviewing 3 applicants. Cancelling programs in countries in level 4.

CAS- Hired a new position.

ENG- Open positions.

- Next meeting dates (both in Lighty 405 and via Zoom)- Monday, December 13<sup>th</sup> at noon.