# University Academic Advising Executive Council (UAAEC)1/28/2022

**Aispuro, Karina** **Horne, Christine** **McLeod, Anna** **Safranski, Waylon**

**Bond, Robin** **Johnson, Morann** Mickey, Kim/**Sarah Kenney** **Scourey, Joy**/**Myla Walter**

**Brewick, Andrew** **King, Terese (Chair)** **O’Donnell, Debbie** Stout, Sara

**Casavant, Colette** **Kisor, Ella** **Orr, Crystal (Admin.)** Walter, Jon/**Nathan Lindstedt**

**Davis, Bill** **Lessmann, Jeremy** Plemons, Anna **Yocum, Darren**

**Gizerian, Samantha** Lewis, Thabiti **Pressley, Shelley** **Zimmerman, Matt**

\*Bolded=Present for the meeting.

Agenda

* **Advisor Consultant Group (ACG) Report** – Morann Johnson, Chair
	1. RO Concern: advisors reporting that a student having an Incomplete on record, can then move on with pre reqs. System lets student go forward on MyWSU. Matt Zimmerman explained that it would not be difficult to change this in the system if there is need. Bill Davis explained that there should be a document in place with the student and professor if a student is given an incomplete. Also, after 1 calendar year “I” rolls to “F” on student record. There would need to be a lot more discussion on this matter. Bill would like to see some more data on this and hear from some more people who are experiencing this. Terese asked where the form is located and if the advisors will have access to this form once it is completed to know if students have an agreement on record. Will investigate this further to find out where the automated form is sent. Sounds like some clear communication would be helpful to remind all faculty and staff when its best to give incompletes and how to file those correctly. Winter session grades posting may have a conflict as well for pre-reqs and needing a C or better to proceed into the next course.
	2. RO Concern: Some advisors are seeing students making the choice to file the intercampus/change of campus form on their own, and there is currently not a method to inform advisors or have advisor permission. This would clean up a lot of errors. A change in the current process may add more work to the advisor’s caseload, but it could be problematic for the advisors to not have that information. If there was an advisor approval check added, would that effect the student’s timeline and deadlines for proceeding. The timelines will be investigated as well for denied forms for students.
	3. X grades in students record. How do these effect GPA? Are instructors using this in place of “I”’s. This has been very rare in the past. If we are seeing more of this, we need to look at how it’s being used. In the past an X grade was part of a conduct hold, which the student has a right to privacy to. Could be problematic to inquire about the X. Matt will make a query to see how many X’s are currently out.
* **Fall Academic Deficiency and Reinstatement** -

Reinstatement for Fall 2021-

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Campus** | **Rule 38a** | **Rule 38b** | **Rule 38-2** | **Rule 39** | **Total** |
|  Everett | 24 | - | 1 | 1 | 26 |
|  Global | 204 | 24 | 13 | 17 | 258 |
|  Pullman | 1150 | 236 | 129 | 67 | 1582 |
|  Spokane | 0 | 0 | 0 | 0 | 0 |
|  TriCities | 89 | 21 | 6 | 12 | 128 |
|  Vancouver | 212 | 38 | 20 | 22 | 292 |
| **System Total** | **1679** | **319** | **169** | **119** | **2286** |
|  **Rule Summary** | 1st time term or cumulative gpa is below 2.0 | 1st term Freshman with gpa below 1.0 | 2nd time cumulative gpa is below 2.0 | 3rd time the cumulative gpa is below 2.0  |   |
|  **Action** | Student can apply to reinstate | Rule Suspended for 2021-2022 Student allowed to apply to reinstate | Student can apply to reinstate | Student is dismissed for 1 academic year |   |

Reinstated into Spring 2022-

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Rule 38a** | **Rule 38b** | **Rule 38-2** | **Rule 39** | Total |
|  **WSU - Pullman** | 1150 | 236 | 129 | 67 | **1582** |
|  **Number of students who have reinstated** |   |
|  | 988 | 166 | 73 | na | **1227** |
|   | 85.91% | 70.33% | 56.58% |  | **80.99%** |

Top reasons listed for academic deficiency are mental health, didn’t ask for help or unitize resources, lacked motivation, transitioning from high school to college, personal illness, and family responsibility.

The reinstatement conditions for students include meeting with their academic advisor 3 times a semester, and one of the following: attending 4 workshops, enrolling into UNIV 250 academic recovery course, or meeting with an academic coach 3-4 times a semester.

* **WSU Tri-Cities adjusting student registration process** –

No longer doing 2 term enrollment. Tri-Cities is now aligned with the WSU Systems and processes. Taking effect this current semester.

* **Advising Community Needs/Priorities**
	1. Streamlining Intercampus Enrollment & Special Enrollment Request Process
		+ Presentation at the Spring Advising Forum- Ongoing after as well. Debbie will be asking for concerns and opportunities for making it more streamlined. Matt Z. will talk about the process at the Forum as well.
	2. Evaluating Advising caseloads/overall responsibilities
		+ On Going Activity/Discussion Item below
	3. Developing an Effective Communication Plan for Current Students
		+ Hold pending leadership and/or committee
* **Evaluating Advising caseloads/overall responsibilities**

See attached documents:

* + - Advising Infrastructure at WSU. Dec 21, 2021 - (Shared at Associate Deans Meeting)
		- Discussion from Advising Directors – January 2022
		- WSU Advising – Open Positions -8 open (7 in Pullman) a few more have not been posted yet but are open in the MEAP department. What are our barriers for filling these positions?
			* We are seeing low applicant pools (i.e., single digit numbers of applications) because the position descriptions have advisors needing to many requirements; we are asking them for experiences and skills that may not be needed for the level 1 advisor; we need to look at what goes in our basic job description to be an advisor;
			* Some of the requirements may not be feasible to applicants, such as WSU policy and procedures knowledge. The current system needs multiple attachments to apply which makes the process time consuming.
			* We need to be more flexibility with the minimum requirements such as having a 4-year degree, previous experience in advising, overtime in-eligible, etc.
			* The HRS site is difficult to navigate; require to many things to fill out/complete;
			* We have current advisors who don’t meet minimum qualifications the way things have been written; when/why have we morphed to needing so much for an entry level position?
			* Can we promote part-time, online, flex/hybrid? This is attractive to candidates since COVID;
			* VCEA – putting together a document to address cross advising which can help regulate numbers; They are also developing a proposal to address these concerns
			* OT eligible – Spokane – we have a hard time doing what we need or are expected to do in 40 hours; OT costs the department and often advisors are not given permission to work over 40 hours;
			* Vet Med was among the lucky ones to have a good ratio of advisor to advising; issues have been more on the adding to the advisor’s plate to handle things;
			* CAHNRS is having conversations where student success doesn’t fall completely on the backs of advisors; faculty need to step up or step in more;
			* Overall, the Assoc. Deans found the information very sobering;
			* The question came up of eliminating mandatory advising. Most advisors would not consider this solution as there is a fear that the failure of the student and their own errors falls back on the advisor; there isn’t a belief that students can do this on their own; Mandatory advising is a best practice (NACADA); We just need to figure out how to maintain it;
			* We have a great advising community/team; we need to focus on building up systems that help advisors do their jobs more efficiently and try to reduce the advisor/advisee ratio to a manageable number. Microsoft Bookings is really helping with small tasks for advisors.

Note: The next UAAEC meeting in February will be a working group meeting to discuss Advisor recruitment and selection. Invite HRS to the table for conversation.

**Future UAAEC Meetings**

* + February 25, 2022; 12:30 – 2:00 p.m.
	+ April 1, 2022; 12:30 – 2:00 p.m.
	+ May 6, 2022; 12:30 – 2:00 p.m.