

Agenda for Advising Council Meeting

Nov. 29, 2022, from 3:30pm-5:00pm in Zoom

Attendance: Megan Bestwick, Sarah Coste, Virlena Crossley, Joe Latulippe, Jane Samuels

Announcements

- Academic Advising Updates
 - Request Approval to Register Process
How did the new Etrieve process go?
As a new process, concerns were raised around what felt like substantially more “paperwork” involved with Etrieve. Specifically, the number of notifications clogged up email inbox and made tracking of other Etrieve activity more challenging to monitor.
Suggestion: Can a notification be sent once a day from Etrieve, instead of “just-in-time”?
Some advisors liked that students could fill in what they were planning ahead of meetings. It also allowed for a written record of request and reply from advisors (for example, asking students meet with advisor prior to receiving approval, etc.). There was confusion from students about how the form was to be used when they wanted to make changes to their classes, plans, etc. It appears that some students submitted multiple forms and things got a bit confusing for some. The registration period appears to be a very high stressed/anxiety filled time period for students. Adding steps and new processes at an already critical time may compound some frustrations and stresses for students.
Recommendation: The amount of messaging that was sent out by Advising and Registrar’s Office was good and should continue at the same level until this process becomes second nature.
Seniors seem really happy to be able to stick with WebAdvisor.
 - Under-registered Project
Academic Advising is currently tracking students who are underregistered for Spring 2023 semester
 - Advisor Search Update
Advising has a vacant position. We have around 25 applications to review
 - Declaration of Major Process and Timeline around Registration Debrief
How did this go? Any feedback or concerns from students or faculty?
All indications here was that this went very smoothly for Advisors. The Council recommended that we continue with the practice of “pausing” declaration forms around the pre-registration window.
- All Advisors Meeting before Spring
 - Should we plan an “All Advisors Meeting” in the First Week of February?
Yes, Feb. 1st.
 - If yes, what should be discussed? Self-Service and differences between Advisor and Student view
- Advisor Approval for taking OCE Course

- Advising Council members agreed that it would be really great if they no longer had to approve students taking an OCE course via Etrieve. However, there was consensus that it would be critically important to maintain/ensure that students can only register for one OCE course. A general discussion around the Add/Drop/Withdrawal form provided context for also making sure that there is a process that would allow advisor to approve a repeated course, especially if the repeat was intended to be taken online.
Suggestion: Bring this up to CAS for discussion and/or consideration. Perhaps bring a proposal to Faculty Senate and then to each School/College for further discussion. Joe to follow up with Gennie Van Beek, Chuck Dunn, and Diane and Co.
- Moving The Needle Project (MTN)
 - Credo and Linfield are partnering on a retention effort to increase retention rates by 5% over the next five years
 - Three (four) Success Initiatives were identified and will be launched for this project
 - Clearance
 - Early Intervention
 - Academic Advising
 - Success Initiative Working groups will spearhead efforts in each area
 - Linfield Ahead call for Success Initiative interest

Discussion

- Professional Advising and the Strategic Plan
 - Joe provided an overview of his thoughts for the potential role of professional advisors as a way to enhance what is currently working well within the hybrid primarily faculty-advising model. A discussion regarding how adding some professional advisors in strategic areas could help us address advising load disparities and general workload concerns while integrating these positions within the existing faculty advising model. Members of the Advising Council stated they were happy that the student-faculty connection is very important and that maintaining [faculty] connections with students is critical. The Council recognizes that there are some issues with advising load distributions and asked whether advising should be done the same across the institution. Perhaps, each School and College can define their own advising model based on needs and workload capabilities. What may work for some in one area may not work for others in different academic units. We should consider the strategic plan as an opportunity to address needs but not as necessarily a wholesale change of our advising model. As an addendum, SOB faculty rejected the professional advising idea (when presented by J. Madden).
 - Faculty Handbook includes Advising in teaching for promotion and tenure.
 - Support for having some professional staff in some areas.
 - We are already doing this...and could just expand on what is working and fill gaps.

- What are we trying to resolve? What are the benefits of professional advisors vs. faculty advisors?

Looking to the future

- Self-Service Advisor Menu Training
- Advising Assignment Requests Procedure
- Academic Alerts and Care Referrals (Pharos)
- Ellucian Experience

Open discussion