

Committee on Academic Advising Minutes
4/24/2012
Minutes taken by Jason Sikorski
Meeting called to order at 12:17pm

Attendance (always based on attendance sheet): J. Sikorski, M. Horan, M. Bigley, C. Labeledz, S. Odesina, A. Pozorski, J. Owen, J. Bishop, K. Oliva, K. Tracey, K. Poppe, K. Santoro

Chet's update

- Chet used a powerpoint presentation to update us on our progress in process mapping. The slides are available upon request to Chet
 - There are still a couple of people who have not yet posted their interview notes (they will do so this week)
 - Left column is almost at our 70% target rate
 - K. Oliva will be contacting Matt Bielwa after registration
 - 171 responses to transfer survey to date. Karen has been sending the emails out to student inviting them to participate
 - Graphs generated
 - Results analyzed by question
 - Some of the individuals who completed the survey are not transfer students, so we will extract those participants and await more respondents before summarizing the results in greater detail
 - Some interesting facts on a preliminary basis worthy of discussion:
 - There is a difference between course substitution errors and Degree Evaluation Errors
 - 81% had not participated in a group transfer day
 - Some discussion about how to award prizes
 - C. Labeledz noted the need for oversampling or weighting to ensure that a good % of prizes go to the largest portion of our sample
 - In general, the group agreed with this suggestion and decided on the following plan:
 - 4 awards last week
 - 4 awards this week
 - 1 award for every week thereafter

Proposed Spring/Summer Planning for Process Mapping

- Complete interviews by the beginning of the summer
- Put transcripts together on Blackboard and read them. We could gather impressions and interpretations over the summer in preparation for a detailed discussion at the beginning of Fall 2012. We would then offer recommendations during the Fall of 2012
 - We should all base our interpretations on identifying recurrent themes and stories...based on our own unique expertise and training
- Implement recommendations on a pilot basis in Spring of 2013

- Assess and adjust, analyze results of changes during Fall 2013
- **LOTS OF WORK FROM CHET AND KAREN HERE OVER THE COURSE OF THE LAST SEVERAL WEEKS!!!! HOORAY FOR THEM!!!**

Some other issues discussed

- M. Bigley talked to SGA President Eric Bergen about our idea for a Committee on Academic Advising Forum
 - He loved the idea
 - Student Affairs Committee will be deciding when to do it
- Y. Kirby wishes to present survey draft from Dean and Provost...survey of students after they had received advising
 - She will do this at our next meeting on May 8th
- K. Oliva updated us on his idea for an online suggestion box about advising where in the moment feedback can be provided by students while they are registering or being advised.
 - M. Bigley and C. Labeledz noted their perception that our survey covers a lot of these issues and that we can only do so much.
 - M. McLaughlin told K. Oliva that the suggestion box really should be more of a survey than an open suggestion box because we would hear every complaint under the sun
- Kevin Tucker is the new registrar.
 - M. Bigley spoke with Kevin Tucker and he indicated plans to improve degree evaluations and transfer credit evaluations

Next Meeting

May 8th – Barnard 222 – 12:15pm