

**Committee on Academic Advising Minutes
4/10/2012**

**Minutes taken by Jason Sikorski
Meeting called to order at 12:17pm**

Attendance: J. Sikorski, A. Pozorski, M. Bigley, K. Oliva, Y. Kirby, J. Owen, M. Horan, K. Santoro, K. Tracey

Mary Pat's Announcements – We are ready to launch our student survey!!!

- We all wish Chet well who is sick with food poisoning and cannot attend the meeting
- There are 22 prizes available for our transfer study surveying. These prizes include gift cards from a number of establishments and the plan is to randomly pick a winner each week or so
- The registrar created an automated report that will be sent to Chet automatically who will clean up the file and send it to Karen. Karen will be sending the emails to transfer students.
 - Our committee has a new email address which Mary Pat took a lot of time to secure – AdvisingCommittee@ccsu.edu
 - Jason will be revising the letter based on the helpful suggestions provided by Ken, Aimee and Mary Pat, putting the letter on letterhead and sending it over to Karen tomorrow

Jessica Owen's report on the student forum

James Mulrooney was the only faculty allowed to stay so that he could take notes and provide them to the Graduation and Retention Committee and Dr. Lovitt. James was also kind enough to agree to send the notes to our committee as well. Though the forum was about problems at CCSU in general, Jessica reported many concerns about advising:

- Advisor's refusing to help
- Advisor mistakes with course selection and sequencing
- Advisor's not knowing answers to questions
- Lack of support for non-traditional students

- Mary Pat wondered if the system would be better if there was a chance for a faculty response to the concerns so the students know they were being heard
 - Yvonne noted her idea to summarize the results, bring up key issues and create a panel to suggest solutions.
 - Mary Pat noted that our committee might be a big part of the panel
 - Jason wondered whether our survey results will coincide with the select group of motivated students that attended the forum

- Some wondered when we should try to set up some sort of forum
 - Things are fresh now with all of the controversy in the Senate
 - Mary Pat wondered if we should note our desire to have an open forum to SGA. We could highlight that we are a diverse group from all over campus who want to help create change
 - Kevin wondered whether it would be better next semester when we have all the survey results and can maybe even provide some data driven coaching to students about how to be the best advisee they can. As mentioned by Mary, we need students to want to take responsibility for their own advising too

Other Discussions

- Chet send a reminder to have everyone post their interview result promptly
- Karen gave away some advising t-shirts
- Kevin presented an idea for a suggestion box where students can bring up issues about advising, maybe on the Advising website. He noted that it would be best for our committee to find out about problems in the moment so we can adjust
 - Yvonne noted we should categorize it base don't the issue they would like to suggest things about.....at the risk of being overrun or worse yet, overrun with emergency issues
 - Where to put it? Many noted the main CCSU page with the help of Mark McLaughlin. Others suggested our advising committee website
- Mary is preparing the Annual Report to the Faculty Senate
 - Some concerns were raised about being prepared to address questions about how we are using this information and how privacy is being protected.

Next Meeting

April 24, 2012 Blue and White Room of Students Center – 12:15pm