

Committee on Academic Advising
September 28, 2023
Minutes

Meeting began: 12:16 PM

Attendance: Gena Givens, Eric Leonidas, Parul Khurana, Monica Rivera, Viktoria Savatrova, Inez Vera, Adina Elfant, Cristina Higham, Alison Audet, Steven Block, Brianna Kirk, Elizabeth Austin, Larry Hall

Approval of Minutes – 8.31.23 – Motion to approve Eric Leonidas, Seconded by Viktoria Savatrova

- I. Co-Chair Updates
 - a. 2023-2024 Remaining Meeting Dates –10/26, 11/30, 1/25, 2/29, 3/28, 4/25
 - b. Welcome student member (appointed by SGA)
 - i. We need a new one as the one who was appointed to us has a class during our meeting times.

Spring 2023 we were given recommendations by the Provost to work on some initiatives/goals

- I. Establish Subcommittees
 - a. Recommended Goals for 2023-2024 year:
 - i. Annual Review of the Dual Advising Model and report the findings to the Faculty Senate.
 - 1. This would include as a subcommittee coming up with a definition of academic advising
 - ii. Develop ways to regularly liaison with deans regarding advising.
 - 1. Adina discussed how Deans liaisons would come to SBAC meetings and mentioned that the University has different definitions to advising whether it be a school-based center vs faculty advising among other departments.
 - 2. Gena suggests we try to define advising – perhaps include that in the report that we provide
 - iii. Cross-training for faculty and professional advisors on academic advising.
 - 1. Discussion over possibly at least having a working document/packet rather than an in person/virtual training. Tools for a kit on how to best advise. Reference materials

Gena sent out a link to have us sign up for subcommittees. She will follow up mid-week during the week of 10/2 to let the committee members know which subcommittee they will be on.

These subcommittees would only be for this calendar year

Gena proposed in the chat that we form the subcommittees – Elizabeth Austin seconded the proposal

Motion: Given the three Committee goals supported by CAA and Faculty Senate, it is proposed that we establish three groups for the 2023-2024 academic year, each tasked with working on one goal.

All voted in favor of moving in this direction –Goal would be to have some progress made by the October meeting

New Business

- I. Proactive advising efforts
 - a. Math department went through and audited the students who were registered for math classes to ensure the classes they were registered for met the pre-req/were in the right math class.
 - b. Crissy suggested that perhaps the University should have a universal time line on the pre-req not met list and contacting students who do not meet the pre-req
 - c. Discussion over bringing back PINS/Advising requirement to ensure a student is receiving accurate advising and course suggestions – even if students can then register for other classes, they were at least provided advising as to which courses to take
 - d. Victoria will go back to the Math department to get more clarification on the goal/understanding of

Additional:

Gena asked if there is an update on PINS --- Adina reports the Provost will be sending out an email soon but that PINS will be put on for any FIRST TIME INCOMING students for SP 2024.

Motion to adjourn at 1:07 PM