Tuesday, September 21, 2010

Pioneer Room of the Memorial Union

Present were: Roger Bertelsen, Phil Caffrey, Melody Carroll, Deb DeWall, Char Hulsebus, Jill Kramer, Brenda Kutz, Barbara Mack, Sarah Merrill, Santos Nunez Galacia, Susan Rhoades, Diane Rupp, Ali Soltanshahi, Pat Walsh, Chris Wise, Karen Zunkel

Guests: Cindy Frederickson, Mary Jo Gonzales, Jane Jacobson, Mike Otis

New Opportunity to Collaborate

Mary Jo Gonzales presented information about the Student Success Summit that will be planned by the University Retention Task Force for spring semester. A day-long event will be planned with multiple workshops available. UAAC will partner with URTF to include advisers and advising and eliminate the need for a separate UAAC Spring Advising Summit. Barbara Mack has been invited to be on the planning committee for the event.

On-going Projects Update

*Reclassification of Adviser 1 - 4 position descriptions– Mike Otis shared the current status of the project which has been in process for two years. The position descriptions will be sent out to all advisers by Friday (9/24) for review/update and are to be returned by Oct 22. Former UAAC members who worked on the project asked for clarification regarding the gap that now exists between levels 2 and 3. Discrepancies were found in the Adviser 2 and 3 qualifications the UAAC presented and what HR/Mike Otis reported today. A small group (Jacobson, Frederickson, Kutz, Walsh, Zunkel) will review the descriptions before HR sends them out. The UAAC expects HR to complete this project without further delay.

Work Group Reports/Updates

*Advisers Survey- Every five years, the UAAC sends out a survey to all undergraduate advisers to collect information relative to work loads, job responsibilities, job satisfaction, etc. The survey is ready to go and scheduled to be administered this October.

*Professional Development & New Adviser Training– The subcommittee has planned spring and fall advising summits since spring 2009. The most recent one was held Sept 16. The spring 2011 summit will be held in conjunction with the Student Success Summit.

*UAAC Web site– Char Hulsebus has agreed to continue maintaining the web site for advising/advisors.

*Awards and Achievements– Phil Caffrey continues to oversee the Adviser Awards and asks that College Reps to UAAC send him the name of your college’s outstanding adviser award recipient.
New Work Groups?

**Course Climate Liaison/Adviser Assessment**– The Classroom Climate Survey is a pilot project to conduct on-line course evaluations. At a recent UPC meeting, Barbara Mack inquired about the possibility to have students use this on-line system for advising/adviser evaluation campus wide. She will work with Allan Schmidt (CELT) to explore the feasibility of this for spring semester. Several colleges are already doing on-line advisor evaluations (ABE and CHS).

*Open Option Advisory Committee*– Phil Caffrey, Jane Jacobson, Mark Becker, Mary Jo Gonzales are members of this University committee. Each college was invited to send a representative as well. The committee will prepare a publication to summarize everything that is available to students who enter as open option or undeclared.

*Early Credit Task Force*– Karen Zunkel and Jane Jacobson have worked with this task force to collect data on students with early college credit. A focus group of students with early credit will be planned in order to obtain information from the student’s perspective as to how well it has worked out for them. Advisers of students with early credit will be asked for input as well. A summary report will be written to highlight the issues and the recommendations regarding early college credit.

**Sub Committee/Work Group sign-up**-

Committee members will be asked to sign up to work on a subcommittee/work group.

1. Survey of Advisers
2. Professional Development and New Adviser Training
3. Course Climate /Adviser Assessment
4. Awards and Achievements

Next Meeting-

UAAC will meet October 19, 8-9:30 am in the Gold Room, in the Memorial Union.