Members Present: Brian Cawley, Dana Hebreard, Tom Steenwyk, Angela Swaan, Andrea Prins, Amy Wilsternmann, Julie Yonker (chair)

Members Absent: Rachelle Althaus

Guest: JB Britton

1. **Prayer** – J. Yonker

2. **First Year Experience Discussion** – JB Britton from orientation/first-year experience committee joined the committee for a discussion about improving first-year programming
   - **CONNECT Questionnaire Results**
     - received and reviewed comments submitted by department chairs about the CONNECT event
     - comments indicate that the 2011 CONNECT event was better than the 2010 event
     - scheduling the event during lunch was viewed favorably
     - departments with large numbers of students had some space and organization challenges
   - **1st Year Experience Plans and Pilots**
     - Goal – more comprehensive experience
     - Potential areas for improvement:
       - Prelude and DCM – will assess these
       - Orientation programs – potentially extend into the fall semester
       - Advising – place more emphasis on developmental advising
     - Pilots currently underway:
       - Linked prelude courses (linked with a core course)
       - Wilderness orientation – summer orientation, prelude and advising linked
       - Mentoring program with upperclassmen
       - Time-management seminar
     - Potential Pilots for the Advising Experience
       - Developmental advising, especially for undecided students
       - Cohort of advisors that work with first year students for the entire academic year (will require special training)
       - Same advisor for passport and throughout first year (10 freshmen per advisor)
       - Identify “first-year” advisors in each department that will work exclusively with this population of students (receive training)
     - Other comments and ideas:
       - Stop using “undecided” to describe students that have not yet selected a major
       - Develop a team of peer advisors (student ambassadors) within each department that can be a part of a larger advising team

3. **Electronic Communications** – D. Hebreard
   - Moodle advisee list v. Portal list – advisors should select a future semester to get the most current list of advisees
   - Email notification of advisee changes (new or removal) – due to the way that Datatel and Moodle keep records, some names appear on advising lists that should not; correction of this problem is low on the priority list; advisors should refer to distributed paper version of advisee list

4. **Pre-Registration of Passport Students**
Comments from parents and students regarding passport advising (distributed) suggest that there is a level of dissatisfaction with this process.

The committee discussed some of the pros and cons of pre-registering students before Passport:
- **Pros:** more time to for students/parents to ask questions and learn about a particular program, less anxiety prior to Passport (students/parents know what classes the student will be taking), less last minute work for registration staff
- **Cons:** diminished incentive to attend Passport, more adds/drops for registration staff

5. **Passport Advising for High Achieving Students (and multiple transfer credit FTIACs)**
- **Challenge** – these students often want to complete more than one major (and do not have much wiggle room in their schedule), yet only see one advisor during Passport – how do we advise them correctly from the start?
- **Ideas:**
  - Add place for second major on E-enrollment forms to alert registration staff
  - Have these students see more experienced advisors
  - Have advisors from each department “on call” during each Passport
  - Add “What do I do when I am double majoring?” FAQ on academic advising web page

6. **PSC Advising Evaluation**
- The committee received a memo from Mark Williams requesting a review of current academic advising assessment practices. The committee should be prepared to submit recommendations for improving assessment strategies for review at the first PSC meeting of AY2012-13.
- A subcommittee (Julie, Dana, Brian and Neil Carlson) will begin work on this and report back to the full committee

Submitted by Amy Wilstermann