Academic Advising Committee Meeting Minutes
Monday, June 2, 2014
SB 310

1. The meeting was opened in prayer. In attendance: Brian Cawley, Dana Hebreard, Julie Yonker,
   and Brian Carlson.

1. Approved minutes from 18 March 2914

2. Terms on the committee were discussed with Amy finished after next academic year (2014-2015), Brian and Julie – 2 more years & Julie chair (2015-2015, 2015-2016)

3. Update on “Advising Lunch and Learn” was that there were 23 people in attendance (including members from the advising committee and SAS). We will do this event again in March or April. We will make sure to include ample time for Q&A as well as ask the participants what they learned from the advising evals, what are some best practices with respect to advising, etc.

4. The CONNECT for first-year students will be held on August 29 at 10:45. The training for first time advisors will be on Friday morning, August 29 at 8:00 with breakfast.

5. Dana will email Heidi Rienstra to see if the Academic Advising Liaisons has been discussed at the Chair’s retreat or in the Chair’s meetings.

6. We discussed the current advising/FYS video that is used in the last FYS class session. We discussed the need for a “how to” registration video to be posted in the outside of class videos. We suggested some student vignettes of their perspectives on their first time registering (fears, mistakes, tips, etc.) as well as providing additional information that the registrar’s office is open extended hours to help, issues with Portal vs. Slate, getting an email to confirm registration. We anticipate some short student video clips as well as a video capture of the registration screens.

7. We also discussed the possibility of the advisor evaluation survey being distributed in October when the advisor clicks off that they have met with the student and they are able to register. Dana will discuss this with Neil Carlson and Melisa Hubka.

8. Advising within the Strategic Plan was also discussed in that advising should fit into the educational framework within the new strategic plan. We would like to invite Provost Brandsen to lunch to discuss the importance of advising and bringing up some important points:

   a. A report back on the PSC evaluation that the committee provided, especially surrounding unequal advising loads, over-surveying of students, etc.
   b. Pre-Health advisor proposal
   c. Advising within the Educational Framework of the Strategic Plan.