

**Academic Advisement Council**  
**Minutes from the August 10, 2009 Meeting**  
**President's Conference Room**  
**Marvin Pittman Administration Building**  
**1 p.m. to 4 p.m.**

**Present:** A. Heaston (Chair), V. Burden, E. Campbell, M. Hale, M. Lombardi, E. Murkison, J. O'Brien, V. Richards, K. Robinson, N. Shumaker, C. Thompson, L. Vance, B. Williams, and C. Griffith (Recorder)

**Guests:** C. Caplinger, M. Hume, T. Pool, and A. Way

**Introductions (M. Lombardi)**

Matt Lombardi introduced two new Office of Student-Athlete Services staff members. Marc Hume assumes the role of Football Academic Coordinator, while Andrea Way serves as a student-athlete advisor. Matt also distributed contact information for Office of Student-Athlete Services staff.

**Limited Withdrawal Presentation (T. Pool)**

Tifani Pool presented a brief PowerPoint summary of the new Limited Withdrawal Policy ([http://academics.georgiasouthern.edu/advisement/aa\\_policy.html](http://academics.georgiasouthern.edu/advisement/aa_policy.html)) and related withdrawal codes that go into effect this fall. Under this policy, undergraduate students are allowed a maximum of five course withdrawals during their entire academic career at Georgia Southern. Once students have reached this maximum limit, they may elect to receive a withdrawal failing (WF) grade in the course which is calculated as an F for GPA purposes. For exceptions to the policy or for a copy of the full policy, please refer to the link above.

Several codes related to this new policy will now be used in Banner (SFAREGS view). Some of the codes will count toward a student's GPA while others will not. Tifani shared a copy of the "Limited Withdrawal Policy (LWP) Withdrawal Codes" handout, defining each code that will be used under this policy. At the conclusion of the presentation, Tifani demonstrated where withdrawal information could be found on Banner, WINGS, and the student and advisor views of My.GeorgiaSouthern.

**MAP Initiative (C. Caplinger)**

Chris Caplinger discussed the Making Achievement Possible (MAP) Survey which will be piloted September 8<sup>th</sup> through September 18<sup>th</sup> and disseminated "MAP-Works" which describes the study. This survey is a new powerful intervention tool that identifies at-risk students and redirects them toward academic success. Student populations targeted include EIP students, FYRE (First-Year Residential Experience) students, students under the ASPIRES grant, students in the Peer Mentor program, and other residence hall populations—approximately 1,000 students in total, representing about 30% of the class. Only limited access to MAP-Works has been granted, but Chris indicated that he is more than willing to provide access to any interested advisors.

Coordinators were asked to send him the names of any advisors in their centers who may be interested in having access. There are training videos on the program to help users. In return, Chris will send coordinators the names of students in their respective colleges/units who will be targeted during this first administration of the survey.

## SOAR

- **SOAR I**

Total: 66 students
38 freshmen
20 transfer students
8 graduate students

The English Language Placement Exam will be administered Thursday morning. Based on results of this exam, International Studies will place students directly into the appropriate English class so advisors do not need to advise students at SOAR regarding their English course. If there are questions or if students have not taken the exam and therefore were not placed into an English class, advisors were asked to direct them to Joan Stalcup.

A concern was raised regarding transfer students who enroll with a large number of credits or a prior degree, but who receive only a few transfer credits because the courses and/or degree is not accepted at Georgia Southern University. Nancy Shumaker indicated that the Center for International Studies sees several of these cases each year and is willing to explain to the student on the advisor's behalf why so few credits were actually transferred into Georgia Southern. **Advisors will send Nancy the names of any transfer students who fall into this category.**

It was reported that SOAR I students will be converted Wednesday afternoon.

Erin Campbell will send the names of transfer admits processed between now and SOAR (and who may show-up to SOAR I as walk-ins) to each college Wednesday afternoon.

- **SOAR X**

Total: 374 students
<b>253 freshmen</b>
112 transfer students
9 mature students

It was reported that SOAR X students will be converted Friday morning.

It was indicated that last year's SOAR X had far fewer freshmen. Increasing the number of freshmen at this SOAR is not best practice as students do not receive the same SOAR experience as those at the two day sessions. Since advisors will be needed to advise these additional freshmen, they will not be released to registration as early as at other transfer sessions; therefore, adjustments will need to be made. Advisors will also need to develop a plan for advising both transfer students and freshmen in the same room so students and advisors are clear where they belong.

Since there are still late transfer students being processed, this SOAR could potentially reach 500 attendees; therefore, if there are critical courses freshmen need, advisors should go ahead and pre-register students for those courses.

Golden Tickets will be due noon on Wednesday; any last minute additions should be communicated to Admissions by 9 a.m. on Friday.

- **Summer SOAR Debriefing**

Fall 2009 enrollment numbers: 15,561 undergraduates 2,364 graduate students 156 post-bacs 18,081 total (and still rising)
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SOAR Successes:

- Students on time for sessions
- Some SOAR leaders were very good (this assessment was mixed depending upon the college)—it was agreed to discuss expectations for SOAR leaders and evaluation of SOAR leaders at a future meeting
- Message regarding FYE 1220 seminars well communicated
- Message regarding doing homework for Day 2 well communicated
- Consistency of message
- SOAR binder—Coordinators were reminded of the importance of following-up with students regarding maintaining the SOAR notebook at future advisement sessions.
- Presence of student-athlete representative at registration
- Change of major process

Improvements for future SOARs:

- Advise student athletes in first round and direct to student-athlete station (manned by a student-athlete advisor) in CIT before they register
- Continue to reinforce the use of the golden sheet to track student's registration

### AAC Calendar

It was noted that the dates for the special population advisement sessions recorded on the calendar actually differ by college; therefore, the dates were removed. Revised copies of the fall AAC calendars will be sent with the minutes.

It was also noted that advisors can find the schedule for brown bag luncheons and NACADA webinars at the university academic advisement site: <http://academics.georgiasouthern.edu/advisement/advisorresources.html>.

Coordinators were also reminded of the Board of Regents' mandate that all programs post 2-year rotations on their websites.

### Evaluation

- **Brown Bag Luncheon Assessment**

Coordinators were asked to review the assessment instrument attached to the agenda and provide feedback at the September 14<sup>th</sup> AAC meeting. A copy will also be disseminated with these minutes.

- **Advisement Annual Report**

Amy noted that these reports are vastly improved. A more in-depth discussion will occur at a future meeting; however, advisors should keep in mind that this report reflects ongoing assessment efforts that are analyzed and discussed with unit staff throughout the year—not a one-time report pulled together by the coordinator at the end of the year. In the forthcoming Council discussion, more emphasis will be placed on analyzing results and how those results inform improvements to the process.

- **AY 2009-2010 Goals**

Coordinators were asked to review the 2008-2009 AAC goals (which will be disseminated with these minutes, but are also available on the web at [http://academics.georgiasouthern.edu/advisement/aac\\_objectives08-09.html](http://academics.georgiasouthern.edu/advisement/aac_objectives08-09.html)) in preparation for establishing the Council's 2009-2010 goals at the September 14<sup>th</sup> AAC meeting.

## **Advisement and Intervention**

- **Student Athlete Advisement Plans**

Advisors were asked to send Candace (by August 17<sup>th</sup>) the fall dates for their special population advisement sessions. Candace will compile and disseminate. Populations included are student-athletes, honors students, ROTC students, and students with disabilities.

- **RPG**

Coordinators were advised that RPG remains a high priority for 2009-2010. Activities related to RPG initiatives will continue.

## **Professional Development (<http://academics.georgiasouthern.edu/advisement/advisorresources.html>)**

- Brown Bag Luncheon—*Veterans Affairs*: Monday, August 24<sup>th</sup>, 11:30 a.m. to 1 p.m., RU 2047

## **For the Good of the Order**

- Ellen Murkison announced that the FYE 1220 assignment on Your Academic Future has been streamlined. A copy of the assignment template will be disseminated with these minutes.
- Ellen also noted that many FYE 1220 instructors are requesting advisement presentations in their class. Ellen asked that anyone interested in volunteering to do one of these presentations contact her.
- Bobbie Williams noted that the new pre-business policy goes into effect this fall (it also covers summer 2009 EIP pre-business students). A copy of this policy will be disseminated with these minutes.
- Lisa Vance inquired about the AP report. Velma and Erin will investigate and let Amy know who ran this report last year and have it run with the AP score included in the report. (The report was forwarded to the advisement center coordinators on 8/10/09.) The need to have this report earlier next year (in July) was also discussed.

The meeting was adjourned at 3:25 p.m.

**Next Meeting: September 14, 2009, 1 p.m. to 4 p.m., President's Conference Room, Marvin Pittman Administration Building**