

Academic Advisement Council
November 10, 2008 Meeting
President's Conference Room
Marvin Pittman Administration Building
1:00 p.m. to 4 p.m.

Present: A. Heaston (Chair), R. Bostic, V. Burden, M. Hale, M. Lombardi, V. Miller, E. Murkison, J. O'Brien, O. Onyile, K. Robinson, K. Roughton, P. Smith, C. Thompson, L. Vance, and C. Griffith (Recorder)

1. Advisement

Spring and Summer Registration

- As of 11/7/08, 11,150 registered for spring (up 1,154; up 553 freshmen; 89% of 11,150 are undergraduates)
- As of 11/7/08, 3,330 registered for summer (down 2,084)
 - i. The coordinators agreed to send an email communication to all students not registered for the summer over semester break, reminding them about summer registration.
 - ii. A similar message will also be posted on WINGS the same day as fall grades become available.
- Course Registration Follow-Up
 - i. Registration Report distributed November 13th
 - ii. Centers prepare and mail letters by November 16th using December 1st as the date by which to register
 - iii. Registration Report distributed December 2nd
 - iv. Centers conduct telephone follow-up with unregistered students
 - v. Registration Report due to the Provost's Office by December 15th

Student-Athlete Advisement Debriefing

Positives	Areas Needing Improvement
Students appreciated (e.g., more 1-on-1 attention; convenient time)	Handful would have preferred meeting with their faculty advisor
Attendance	Need more involvement with coaches in the room
Opportunity to speak with representatives from other colleges for students interested in changing majors	Need to compromise on the time and location of future sessions
Coaches learned a lot about advisement	Have coaches wear nametags
Access to Keith and Matt on-site	Hold sessions earlier in the academic year
Coaches involvement made a big difference	Divide groups more equally; not in terms of hours earned
	Establish a protocol for students to come prepared (e.g., bring program of study & courses they'd like to take and when the courses are offered)

The Council discussed limiting the sessions to freshmen and sophomore athletes. Juniors and seniors should be held responsible for scheduling their own advisement appointments. Keith Roughton would like to review the numbers before committing to this change. The Council also discussed holding a one-day session from 4 p.m. to 8 p.m.

Coordinators agreed to continue the Student-Athlete Advisement Sessions in spring 2009 with modifications. A protocol for students will be drafted, and students will be scheduled differently other than by hours earned. Follow-up communications regarding the spring sessions will be sent via email.

SOAR S (January 9th)

- Early Transfer Advisement Report due to the Provost's Office December 8th and January 8th

Limited Course Withdrawal Policy

The policy will be implemented fall 2009. Basically, all students will start with 0 withdrawals as of fall 2009 and be allowed a maximum of 5 course withdrawals over their entire academic career. Courses changed during add/drop do not count in the total number of withdrawals allowed. The same is true for total withdrawals due to military or medical reasons. Courses withdrawn in the summer will also not count.

Centers will receive information during the spring semester regarding this policy change, and coordinators are asked to spread the word to their advisees. Ultimately, the purpose behind the policy is to enhance the rate of students' progression through their programs. Kennesaw State and UGA have also implemented similar policies. Centers will also need to add this information to their summer SOAR message.

Follow-Up

- Advisement Calendar
 - Add college recruitment meetings.
- Transfer FAQs
 - Add explanation under Academic Majors and Programs of Study to direct user to finding information.
 - Add Admissions contact staff.
 - Change scholarship deadline to December 1st.
 - Add language to notify advisor of minor under preparation for early advisement.
 - Modify change of major language—Vince will get from Kevin Chambers.
 - Add question regarding courses transferred from outside of core or in major.
 - Add question regarding whether all degree programs are early advised.
 - Add question related to whether all AA degrees transfer.
 - Add question related to whether student needs to attend SOAR and, if so, for how long.
 - Instruct students to return calls if advisor leaves message to do so – related to early advisement.

2. Intervention

Registration Less Than 12 Hours

Coordinators agreed to follow-up with students registered for less than 12 hours in the spring at the same time as they are making the course registration follow-up phone calls.

Academic Probation/Intervention

Coordinators agreed to follow-up with freshmen and sophomores who fall into this category, alerting them that they will need to come in and see their advisor to change their schedule.

Academic Good Standing

→ Congratulations

Coordinators agreed to follow-up with students earning a 3.0 or higher.

→ HOPE

Coordinators agreed to follow-up with freshmen who receive HOPE and who earned between a 2.0 and 3.0 GPA for fall.

3. Professional Development

- Pizza and Pizzaz—Tuesday, November 11th, 11:30 a.m. to 1 p.m., COE 2148
- Brown Bag—Wednesday, December 17th, Article Discussion, 11:30 a.m. to 1 p.m., RU 2041
- Regional advisor award nominations due in Provost's Office December 1st
- NACADA Outstanding Advisor Award nominations due in Provost's Office February 1st
(<http://www.nacada.ksu.edu/Programs/Awards/AwardsCall.htm>)

4. For the Good of the Order

Ellen Murkison conveyed Chris Caplinger's thanks to the Council. The Global Citizens courses for the spring are now fully enrolled.

The meeting was adjourned at 3 p.m.

Next Meeting: Monday, January 5, 2009, President's Conference Room, Marvin Pittman Administration Building, 1 p.m. to 4 p.m.