

## **Academic Advising Task Force Minutes for April 14, 2021**

Present: Madeline Anthes, Helene Anthony, Heather Collins, Anne Farrell, Alexa Giacoio, Kathryn Jervis, Mary Lehr-Furtado, Laurel Leonard, Nathan McGee, Emily Meixner

1. Taking Minutes Assignment
  - Anne Farrell was present to take minutes
  - Lisa Grimm will be note-taker for the April 28, 2021 meeting
2. Review/Approval of Previous Minutes
  - Minutes from meeting of April 14, 2021 approved unanimously
3. Subcommittee 3: 'Research on Advising Program' overview provided
  - Difference between
  - Three main categories of models: Decentralized, Centralized, and Shared
    - i. Shared – Faculty work with majors, professional/trained staff with
    - ii. Decentralized: advising on departmental level by faculty
    - iii. Centralized/Self-Contained Advising Office: Professional advisors, central location. Advising may be provided by faculty in centralized advising office/department
  - Brief summary of six models
    - i. Split (Shared): Most widely used. Faculty advise declared: Professional/trained staff advise undeclared/pre-majors. Support for undeclared but feelings of exclusion or lack of connection
    - ii. Supplementary (Shared): Professional staff support advisors by providing resources and training. Lower cost, increases faculty workload.
    - iii. Self-Contained (Centralized): All advising happens in advising office. Professional staff. Streamlined, yet costly
    - iv. Faculty Only (Decentralized): advising dispersed across campus among faculty. Plan for major, but problematic, as isolating, may lack communication, inequity in faculty advising load
    - v. Total Intake (Shared): Similar to 'shared'. All new students start with centralized advisor then move to decentralized (faculty) (1-2 years). Professional staff handle sequencing, policies, liberal learning, gearing toward a major, tends to be costly.
    - vi. Dual (Shared): Professional staff handle LL, align with a faculty, faculty handle and provide deeper conversations about career/goals. Students can 'opt out' and seek advising where they are comfortable
  - Extensive Advising Models (Types and Advantages/Disadvantages) informational grid provided at this link:  
<https://docs.google.com/spreadsheets/d/13bTmvEtPRmisZ4If3jjexHNjKNei3Y9m2iARzRcku7c/edit#gid=0>
4. Subcommittee 2 "Comparator Schools" provided findings
  - Extensive information on comparator schools provided at this link:  
[https://docs.google.com/spreadsheets/d/1Wp1nvYLh-ci8hN6Qt1wTk8PW\\_rV-zlY/edit#gid=1731741066](https://docs.google.com/spreadsheets/d/1Wp1nvYLh-ci8hN6Qt1wTk8PW_rV-zlY/edit#gid=1731741066)
  - Key issues

- Intake model matters: Declared or Undeclared
  - Some students NOT allowed to declare before end of first or second year
  - Undeclared & First year- professional advisor - then match with faculty as they transition in declared major.
  - At most institutions - EASY to declare or choose a major - automatic enrollment, which eases advising burdens
- Professional advisors - often seen in specialized programs
- Paid faculty advisor (or release time) and peer mentoring used
- Larger schools more centralized, smaller school decentralized
- Transfer/non-traditional pops students -followed the guidelines of the school advising or ongoing advising concerns to address properly

#### 5. Next Steps

- Clarification of the charge regarding campus consultations
  - i. Post meeting: additions and clarifications
    1. Dr. Jervis provided clarification via email that campus consultation is to be completed as part of the charge.
    2. At the Provost's suggestions, a few questions, similar to those to comparator schools to be sent to targeted campus groups (Deans, Asst. Deans, Academic Leaders, Center for Success, ARC, Department Chairs or Program Assistants, Office of
- Subcommittee expectations for 4/28/21 meeting
  - i. Dr. Jervis requested that narratives of committee findings be provided on the Report of the Undergraduate Academic Advising Models Task Force document. Found here: <https://docs.google.com/document/d/1zctQ1d4-rEWDlj79Jik1MR6y0f9aoAwa/edit>
  - Subcommittee 2 "Comparator Schools" to determine which questions from the grid or additional questions should be asked of the campus community. Create, share with task force, and share with identified groups.

#### 6. Preliminary Report is due on May 5, 2021