

Academic Advising Models Task Force Committee
Minutes
April 28, 2021

Committee Members in attendance: Kathryn Jervis, Lisa Grimm, Helene Anthony, Anne Farrell, Laurel Leonard, Emily Meixner, Nathan McGee, Eugene Kim, Maddie Anthes, Mary Lehr-Furtado, Alexa Giacoio, Heather Collins

1. Laurel will take minutes, instead of Mary or Kathryn.
2. Reporting of the collected TCNJ advising testimony (15-20 minutes)
 - Lisa reported there is a google sheet with outreach received so far, predominantly directors, assistant deans and program assistants from HSS. You need to collect the others into the spreadsheet if you sent your own form. We still need EOF and Global Engagement.
 - Lisa has read through the issues in the responses and summarized how they addressed/shared solutions. Common themes of concerns so far: inconsistency in advising across schools, common repository for advising info, no mechanism for tracking advising conversations, problems for undeclared students and switching majors, graduation check-outs too late, lack of training and how to manage it.
 - We are missing department chairs and program assistants. Please reach out to your own school for feedback.
 - We are also missing Arts/Comm and Engineering under the TCNJ current advising info.
 - How do we submit all this in the report – data and google sheets?
 - We are missing the advising responses from students (cohort).
 - Kathryn has asked – 1) Would you share some observations (strengths and weaknesses) about advising at TCNJ? 2) How could advising at TCNJ be improved?
 - Lisa can make a separate google form for students – distribute to each school's senators through the Deans. Discussion about whether or not we should reach out to the current undeclared students. Undeclared may not have good ideas for how to change advising. We can ask them later with official campus testimony.
 - Could have too many responses from students? Maybe we need to give them specific responses? What about the advising survey that was sent in 2018? NSSE does not include undeclared students.
3. Discussion of the report & assignment of tasks (the rest of the meeting)
 - Kathryn will ask for extension on the deadline to May 14th.
 - The charge states “effectiveness of each model for each group.” We need to add to each model (subcommittee 3).

- Appendices for the various google sheets, and report should summarize the points. Comparator schools should verbally explain the themes from the data collection.
- The next step or next committee would be reviewing all the raw data as part of final recommendation.
- Lisa was asked to write the info from the consultant groups and turn it into the narrative. Emily can assist.
- Collect remaining data by May 5. Draft report by May 7, review and edit before May 12 meeting. Submit to Steering on May 14.
- Emily and Kathryn will edit report, with Helene and Nate.