

## AAC Agenda 6/24/24

- I. Present: Rebecca L., Janet T., Brittney V., Karen H., Soemer S., Crystal N., Amy H., Ryan G., Kailah B., Brody B., Heidi V., Matt B., Kate W., Wendi W.,
- II. Approval of minutes from 5/10/24 – Matt Blue motion, Brittney Vietti approved.
- III. Secretary/Treasurer Report – Rebecca with nothing to report. Soemer sent out budget.
- IV. Old Business –
- V. New Business
  - a. Spring Advisor Day Best Practices session data gathering/next steps
    - i. Amy: realistic view of what we do from raw data regarding strengths and weaknesses
    - ii. Proposed that we form another group to take best practices to the next step – thinking more about how advisors and students interact—but results from data indicate a desire to look at advising for advisors
    - iii. Matt: pulling from data a list of best practices for next group to discuss, example-major change: what’s the best practice for that?
    - iv. Amy: will open window to look at advising loads, classifications, etc. Janet loves idea; approachable from administrative side. Would retention increase? Advising load impacts student and advisor experience. As units grow, there is more justification in need for new advisor.
    - v. Kate with idea of “formula” or standardized tiered system of titles, job descriptions, duties, etc. to help bridge the gaps of commonality in advising positions. Essentially a matrix that still allows flexibility but standards for positions, titles, etc.
      1. Amy: highlights issue across campus, example: directors.
      2. Kate: we have to start somewhere – if not us to set the stage for advising community, then who?
    - vi. How do we form this community?
      1. Maybe a call for volunteers? Need someone who can actually implement change. Ideal membership would be someone from each college represented, as best we can.
      2. Can use July meeting to narrow down committee (7/15) but might be too quick of a turn around. Maybe Friday, August 9<sup>th</sup> – so early fall. Amy will draft something to run by AAC then send out.

VI. Campus Solutions/Registration – no updates!

VII. Committee Updates

- a. **Assessment** – Janet: qualitative data being put together, two questions processed, so far no surprises. Six more questions to be assessed. Assessment of graduate students? No one from committee felt comfortable, Janet brought back to AAC for suggestions.
  - i. Heidi with suggestion for a call to action?
    1. Any overlap with data collected by Mindy? Maybe their data can help with ours.
    2. What does the assessment committee need? Janet: we need to know what needs to be assessed/what are the questions? Who are we asking? Ex, defining graduate students for this purpose. Graduate students encompass quite a bit (doctoral, online, accelerated, etc.). Not many graduate programs have actual advisors but have faculty. What should the end result be?
    3. Ryan: may have to be some basic qualitative questions with many open ended, would be hard to get a group of 10 questions to apply to everyone. Would have to be completely anonymous. Open ended questions could lead to more areas for assessment.
    4. Need more overall direction and definition.
  - ii. Janet – new topic: baseline template of an assessment that would be campuswide, send out through achieve—data to be determined regarding how often, who has access, etc.—would be distributed through department chairs, etc.
    1. Looking for feedback for students about their advisor
    2. Concern for equity or disparity in evaluative and/or disciplinary and/or performance purposes of the feedback or use of data (regarding job description, etc.) – could give chairs guidelines on how to best utilize results. Maybe a rubric similar to how UCollege structures promotion (materials)
    3. Next assessment meeting is in July/August, will have more to report then
  - iii. Janet – other topics: advisor experiences, questions to chair and directors about advising, haven't done those surveys since 2018 – will update instruments and identify “good” times to implement those (this is topic for next meeting)
- b. **Technology** – haven't met in awhile, but has been shadowing advisors and are appalled about class search for registration – will be looking into improvements for functionality
- c. **Teacher Education** – haven't met / no updates – except a house bill, working on a replacement for edTPA, looking into option for students to student teach without passing content exam but governor needs to sign off (this does not impact our fall student teachers)

- d. **PDT** – Karen: met a few weeks ago, committee working on reaching out to departments for insight and information that isn't always listed on website – going to use information to continually update canvas.
- e. **Mentoring & Connections** – Brittney: had ice cream social event, rather than a hot day in the sun – still planning summer wellness walks and into fall. We are in late summer planning an event specifically for mentor & mentee matches, @ state farm park. Kick off event in fall in partnership of PDT. Continuing to get swag for new advisors – may need to order more. Will reach out to Megan Taylor for more info.

VIII. Student Representative Report – no report there

IX. Other Business – none

X. Next meeting: 7/15/24 – motion to adjourn: Rebecca second: Matt Blue