

Approved at 2/24/2016 meeting

## Minutes

University Undergraduate Advising council

January 27, 2016, 10:30am

**Present:** Anna Burchett, Walker Byrd, Regina Conradi, Marybrownlee Couch, Sarah Crim, Christian Demyan, Dr. Jack Feminella, Dr. Charles Israel, Dr. Bob Karcher, Kristin Maas, Judy Sanders

**Minutes:** Minutes from last meeting are to be updated and presented at next meeting for approval

### **Advising Survey:**

Judy Sanders began the discussion on reviewing the Advising Survey sent last spring (2015) to students. The survey had a total of around 2,000 respondents who presented a fair representation of the campus as a whole.

Discussion on the survey questions, implementation, and timing ensued.

It was determined that a smaller committee would address the survey questions specifically and make recommendations for any edits to the wording and content. This smaller committee will consist of Judy Sanders, Anna Burchett, Regina Conradi, Marybrownlee Couch, Sarah Crim, and Dr. Charles Israel. In addition to the committee, any edits were welcome from the UUAC as a whole and needed to be given to Judy by Feb. 19<sup>th</sup>. The survey also is reviewed by the Retention Committee and Constance Relihan before it is finalized.

Questions as to the timing of the survey were also addressed as many agreed that students are very survey-weary in the spring semester. Due to a later registration date this semester, it was determined that the survey would also adapt a later release date. Dates in mid-April were recommended with a final date to be announced at the next meeting.

Discussion then continued on how colleges/schools use the information collected in the advising survey to improve their practices.

### **Subcommittee Discussion:**

#### Transfer Students

The sub-committee on transfer students reported that they had presented a request to Office of Institutional Research for data on transfer students versus native students. Information requested included GPA, Retention Rates, Graduation Rates, and % on Academic Warning. The results of this data are TBD and will be presented at the next UUAC Meeting.

In addition, the transfer sub-committee is compiling reports from all of the colleges/schools on campus to look at their programming for transfers. Information from the College of Liberal Arts and Business was presented.

The sub-committee also presented some information on the dissolution of the prior Transfer Center, but further investigation is needed.

#### Advisor Compensation

Dr. Jack Feminella reported that the committee continues to be having good discussions with the representatives from Human Resources on the Advisor Structure; ie what advisors do how they should be graded/valued, etc... The front-burner issue continues to be determining how HR grades a job and how this relates to what are the actual advisor job responsibilities. Discussions continue regarding how any changes in the advisor grades will affect the advisor career ladder, and the UUAC's role in this career ladder. Dr. Feminella is hopeful to see some resolution by the end of the spring term.

#### Professional Development

Judy Sanders reported that Dr. Huber was chosen as the NACADA consultant. She will be on campus February 2-3 to assess the current situation and make recommendations for future program implementation. On Feb 2<sup>nd</sup>, she will be holding 'town hall' meetings with advisors and then on Feb 3<sup>rd</sup>, she will be holding meetings with representatives from every college/school on campus. At the end of her visit, she plans on writing up a recommendation report.

Following her visit, a group will be attending the NACADA Administrator's Institute on Feb 18-20<sup>th</sup> in hopes of coming back to Auburn with an implementation plan based on Dr. Huber's recommendations.

Judy will report back the status of this plan at the next meeting.

#### **New Business**

Dr. Feminella discussed the status of the new withdraw policy.

Marybrownlee Couch announced some personnel changes in the Office of Registrar. At the request of some, she will be sending out an updated list of contacts at the Registrar's office for advisors and Associate Deans.

Meeting Adjourned 11:30am