

University Undergraduate Advising Committee
Minutes, 9/25/2013

1. Welcome and introductions.

No new persons were present.

2. Minutes.

The minutes from the previous meeting were approved, pending any final revisions to be submitted to the Chair.

3. Old business.

A. Spring 2013 Advising Assessment Survey Data Presentation.

Judy Sanders discussed the undergraduate advising survey conducted campus-wide last spring. A copy of survey was distributed to supplement the powerpoint presentation. Additionally, a link to the report will be sent to UUAC members.

The survey had a 12% response rate. Distribution of respondents mirrors college enrollment. Most respondents were seniors and most had a GPA above 3. Nearly half the respondents report not knowing how to take transient courses.

In discussing the survey results concerning student awareness of services on campus, it was observed that the Miller Writing Center is doing a good job of getting the word out about their services.

Some issues and questions emerged from the presentation and discussion: 1) students who aren't sure what their major is or how many semesters they have until they graduate; 2) the need to increase clarity in how certain questions on the survey are asked (e.g., the question on how many hours they took in the last two semesters); 3) Do we need to add a question on whether students have tried to do transient coursework or GAP? Their lack of understanding of these issues may reflect that respondents have never wanted or needed to know about these things. 4) Do we need to restructure any portions of the survey to make sure that logic is clear? (e.g., make sure we are asking only those who have changed their majors how they got the information about how to change a major). 5) Does the survey provide students with the correct response options for the questions about resource awareness and usage? 6) We need to emphasize to students the role of the academic advisor. 7) Can we make the survey more flexible so colleges can extract data to use for their assessment reports?

There are still some issues with the dissemination to advisors. Some advisors still haven't seen the reports. They want to know about the comments and those have not been shared with many advisors. Sanders should make the presentation to the Caucus that was made to the UUAC. Associate deans should share the appropriate comments with the advisors, perhaps not at annual review time because we did not intend to use these surveys for personnel reviews.

Committee members who have suggestions for revisions to questions should send them to Susan Hubbard. The Committee will continue discussion of the questions at our next meeting.

B. Advisor workshop topics.

A list was distributed. The session scheduled for Nov. 12 has been moved to Nov. 13.

4. New business

A. Work groups—The Committee should retire some of the existing workgroups and perhaps create a new one. A workgroup to revise the advising survey will be created at our next meeting. The existing technology workgroup should be revived but with a new focus.

B. Call for Career Ladder for Academic Advising Professionals Promotions
Please help publicize the call.

C. Forced drop discussion.

Can responsibility for processing the Forced Drops list be moved to the department that owns the course, rather than the College? There was discussion of whether departments have the right Banner access, knowledge of the exceptions that might have been submitted, GAPS in progress, etc., that would impact how the Forced Drops are handled. Advisors might want to know about the students in trouble. A small group should be created to study it.

5. Other

A. Waitlist issues.

Information is still being gathered. This could be discussed at our next meeting. Discuss.

Meeting was adjourned at 11:37am.