

Committee on Academic Advising

April 20, 2010

Mary Pat Bigley called meeting to order at 2:30 pm.

Members present: M. Bigley, M. Horan, K. Poppe, L. Hall, S. Walsh, K. Oliva, B. Hosch, C. Pudlinski, S. Odesina.

Minutes from the April 6, 2010 meeting were accepted.

Senate Report – M. Bigley presented the draft of the senate report including by-laws, goals and objectives to the group. The report was approved and sent forward.

Budget Draft- A tentative budget based upon the School of Business model was presented for discussion. A second budget (one-time money) was proposed to include media equipment and accessories to assist with advising in the school- based centers (SBC). C. Pudlinski inquired if the proposed budget was appropriate to make SBC's a reality. K. Oliva stated that the (proposed) budget was just a starting point to get us up and moving forward.

K. Oliva reported on meeting with Provost to discuss school- based centers (SBC), space and budget. R. Bachoo encouraged Kevin to get our request on the space committee agenda. The group felt that we may have to use temporary space before space is identified for SBC's.

B. Hosch suggested that we contact the sustainability committee re: hand-outs and paper usage. Chas Button will be contacted to see how other schools are handling this concern.

K. Oliva will check with M. McLaughlin on timetable for Transfer Guides. The group reiterated that Myrna's office will coordinate publications and materials. It was agreed that her office needs a budget. B. Hosch estimated that a minimum 2000 Transfer Guides are needed as well as 2000 catalog excerpts on Academic Standards etc..

The committee agreed to authorize a study from Braden's office to examine advising loads by department.

Evaluation of CACE: Any effect from CACE should be observable on the NSSE with results available in August. B. Hosch proposed the creation of an advising survey based on learning outcomes and linked to registration (i.e. administered on-line). It was noted that processes and procedures will be evaluated, not individuals. It was proposed that this survey should be ready by fall registration period. Braden will have a 10 question survey draft for next meeting. M. Bigley inquired if other constituencies (not students) could be part of the evaluation process. B. Hosch reported that we will be able to separate out different constituencies and we will be able to link back to GPA and retention.

Topics for next meeting:

Academic Advising Days.

Add to agenda, how and who will evaluate summer advising and learning outcomes.

Next meeting: May 4.

Adjourn 3:45 pm.

Submitted by,

Mary B. Horan