

Committee on Academic Advising

February 28, 2017 Meeting Minutes

Present: Carrie Andreoletti, Mary Pat Bigley, Donna DeCarlo, John Coleman, Cristina Higham, Chet Labeledz, Janice Reska, Kevin Oliva, David Spector

1. Minutes from 2/7/17 meeting approved.
2. Discussed our response to CACE reorganization
 - a. Carrie will try to schedule a meeting with interim Provost Pease to discuss reorganization and to clarify our committee's role moving forward, etc.
 - b. Discussed and revised resolution drafted by David Spector (Carrie will send document to group for feedback)
 - i. Will consider sharing with the Senate and asking for endorsement
3. Discussion of SGA Student Advising Forum – John Coleman
 - a. Tuesday, March 7th, 10am – 3pm in Bellin Gallery, Student Center
 - b. SGA member will facilitate the event. They will have a table outside to draw students in. Food will be provided.
 - c. SGA will come up with a twitter tag so students can ask questions and we can track
 - d. Reminder that our March 7th CAA meeting is cancelled so we can participate in this event. Please sign up for as many slots as you can (John sent around schedule).
4. Collaboration with CTFD – David Spector drafted a proposal to send to Dean Fitzgerald suggesting two possible types of programs:
 - a. An annual half-day advising workshop open to the entire faculty. While such an event might include plenary presentations on general education requirements, using degree evaluation software, etc., the main focus would be smaller group discussions sharing advising experiences and practices, facilitated by members or former members of the CAA.
 - b. One-hour workshops available to individual departments focused on eliciting discussion of experiences and practices within a department. A faculty facilitator from the current or former membership of the CAA could be accompanied by someone from the Registrar's office or one of the advising centers to answer practical questions as they arise (not necessarily to offer a formal presentation that would cut into discussion time).
 - c. We thought this was a great idea and he will contact Glynis.
5. Advising survey – after some discussion it was decided that next meeting will focus on revising our current advising survey to provide more useful information in several different areas.
 - a. Can draw on feedback from SGA forum

- b. Examine and revise past CAA survey (Carrie will get from Mary Pat)
- c. Review and revise current survey used by Office of Institutional Research and Assessment (distributed by Yvonne Kirby)
- d. Look at NSSE survey – advising module (sent by Yvonne)
 - i. Results from 2013: http://web.ccsu.edu/oira/surveys/surveys_national.asp
 - ii. http://nsse.indiana.edu/pdf/modules/2017/NSSE_2017_Academic_Advising_Module.pdf

Respectfully submitted by Carrie Andreoletti