

EAAIC Meeting Minutes

24 May 2023

Present: Adam, Monica, Natalie, Derek, Dustin, Julie, Polly, Andrea, Katherine, Rachel, Elaine

Remote: none

1. Communication: Natalie

- They are doing a retreat on July 5th where they will finalize their communication plan.
- PP2/E1D2 (barrier reporting) marked as completed. CC14 (FAC presence in high schools): Elaine noted that there are restrictions regarding going into the high schools. FAC partners when CE goes into schools. CC19 (inclusion in budgeting discussions): The recommendation as written is moot since centralization negated the need for advisors to be included in departmental budget discussions. However, we should develop better guidelines regarding spending allowed for professional development. For example, Polly said she was told that \$1,000 per person should be allocated. FAC uses \$1,500 per person. Should Vince discuss the budget in a town hall meeting? Vince asked Natalie to put her tracking document in the Communication folder in the EAA Team files.
- Derek: Noted that the new UVU Communications Policy will exempt advisors from the restrictions on sending large-group communications. We have to be careful about overusing texting.

2. Technology: Adam & Shalece

- They focused on TE3, which seemed similar to TE10. Essentially, a lot of this comes down to OUA and training and where the trainings should be housed and managed. The Onboarding Checklist has already been created, shared and distributed to all directors. Elaine asked, "If everything is available online with videos, etc., would there still be a need for new students to have an advisor appointment? Katherine has an idea of putting small/snippet training videos on the OUA website. Discussed breaking up the Online Orientation into small videos We could also link knowledge-based articles there as well. TE2 (training videos): Where do student training videos go – the OUA website? Could they be housed under "Student Resources" on each college website? Is MyUVU the best place?

Brianne in Adam's department said she's willing to help others create videos. PP4 (allowing auto-admitted CE students to declare a new major): This issue has been resolved – CE students are readmitted as UVST majors. with the new admissions form. TE6 (creation of dashboard to monitor KPIs). Vince: Is a dashboard something that will benefit all of you? Will it be perceived as invasive? It's most useful when it's transparent. Elaine gave example of Student Persistence Metrics report, which all her advisors have access to.

3. Assessment: Andrea & Polly

- Held retreat on May 12. Made a lot of progress and gave everyone an assignment to read the NACADA pamphlets. They formally identified their “stakeholders” and reviewed the mission and vision we created. They didn't really change anything in the SLO doc/summary. Then, they started mapping similarities to the NACADA's core competencies. The new CAS standards that are coming out are going to be much better. They considered their SLO document complete. The EAAIC reviewed the final SLOs together and all agreed they can be adopted.

4. Organization: Julie and Monica

- Met with P&C and sent them a color-coded spreadsheet. They reviewed and said the differences in the primary job duties of the different levels were not distinct enough. Their recommendation was to do more research from other colleges/universities to see how their job descriptions read. It was disheartening to hear this since they felt there was enough of a separation. Elaine: She was told that a new compensation structure was coming out in December. Elaine: You have to think “Why are you essential”? You have to approach it from the student angle, not the advisor. Julie reviewed the “History of Advising Structure at UVU.” Dustin: What is your timeline to get faculty support for this because it probably won't get heard by Faculty Senate until September? A resolution probably would work. Faculty and Dean support would be very helpful. Elaine: Getting a funding source would be key too. What is the funding feasibility? “Performance Funding” could be where it comes from.

Action items are in red

Meeting adjourned: 1:25pm

Next Meeting: June 14, 2023 at 1:00

Minutes submitted by: Paula Nishitani