

Excellence in Academic Advising Implementation Committee (EAAIC) Meeting

September 6, 2023 | 1:00pm – 3:00pm | LC 306

In-Person: Kyle, Natalie, Shaunna, Monica, Ashley, Katherine, Julie, Derek, Vince, Andrea, Rachel, Paula

Remote: Fran, Adam, Polly, Peni

Discussion Items

- Review action items from last meeting
Deadline for reports is September 29th
- Reports from subcommittees:
 - Summarize work accomplished since last meeting
 - Present interim recommendations for EAAIC approval/guidance
 - Describe milestones for future work (with dates if possible)

Schedule

- 1:00 – Organization
Advisor II is the big priority. They will ask for complete transition first and then look at how to compromise if necessary. Stipends are second priority. They reduced the total amount of \$ for each position. AD's are last. They have a meeting set up next week with P&C. Also addressed the professional development recommendation. Time to work on master's degree? Training they receive at UVU as well (UVUSelf, UVULead, etc.). Shaunna thinks it would be a good idea to set aside time each week for additional learning (while keeping in mind the busy times and students as the priority). Is everyone ok with designating 2-3 hours per week (not during peak times)? Maybe setting a time quota per semester would work better? Note – BYU makes all advisors pursue the Kansas State graduate degree and provides time to complete it. "Professional Development Request," this is something that FAC has where they can put in a request,

and it is looked at based on “who’s turn is next” and they look at funds available for that training. Also discussed who should be under the “academic advising” umbrella. Do we want to bring Global Aviation and Integrated Studies into the advising training program? Vote: yes, it was recommended but more investigation to be done for reporting lines. Also discussed the idea of bringing FAC under OUA; subcommittee was in favor but it’s not seen as a major issue for the frontline advisor – more important for the other advising directors. Advisor vs. Counselor title: didn’t have a chance to get to discuss in detail.

- 1:30 – Communication

They are still working on the report, but they’ve got questions.

Background: Vince said to provide as much detail as you can for each entry. It’s ok to put “ongoing” or “n/a” where appropriate. Enclosures: This is where the Communication Plan would get attached. The FAC Plan also needs to be attached – Elaine will be getting the info to Rachel Messenger. Add 2 new columns: Data Source and Who to Report to. “PPAA” means Persistence Predictions and Advising Appointments. Changing “phone calls” to “email or text.” Keeping CE separate in the Communication Plan.

- 2:00 – Technology

They are working on their report as well, at the rough draft stage. They are making progress and might be done by the September 29th deadline. They are going to try be articulate and succinct to get the summaries put together, so the report isn’t super long. Chance (in CHPS) has produced 8 videos. CC5A and CC5B seem to be exactly the same. **Vince will review and provide guidance to Technology and Communication teams.**

- 2:30 – Assessment

They aren’t working on their report yet because they’re still working on the Assessment Plan. Their next step is measurement tools for the assessment. Not sure if they’ll be done by Sept 29th; meeting every Friday until then. It would be great to come up with a recommended multi-year cycle of assessment, so it’s not so overwhelming and can be adjusted as needed.

- Next Meeting: September 27, 2023, **2:00-3:00**

Meeting adjourned: 2:30pm

Minutes submitted by: Paula Nishitani

Action items are in red