

CUAA Meeting

August 15th, 2014

In Attendance: Charlie Andrews – UE/AAC; Jeremy Rowan – CAS; Shimon Cohen – CAS; Connie Boronat – UE; Jennifer Halpern – OneStop; Laura Boudon – Office of Study Abroad; Vanessa Merine – Transfer & Transition Services; Korrin Anderson – Orientation; Craig McGill – NACADA State Representative; Miguel Sahagun – UE/Adv. Tech.; Jacky Diaz – CAS Advising Center; Stephen Anderson – UE/Professional Development for Advising; Mario Sanchez – Engineering & Computer Science; Gaby Gillespie – Hospitality; Janie Valdes – UE; Margie – Business.

- Welcome back & introductions
- Review of meeting dates. Outlook invites will be sent.
- Review of forum dates. Middle ballroom not available for Fall (October 24th); will meet in East Ballroom. Long rectangular tables instead of round tables. Spring forum was more difficult to schedule in terms of ballroom/space availability so had to select a date during Spring Break – March 10th.
- Fall Professional Advisors Meeting will be Friday, September 19th in GC243. Adobe Connect available for BBC employees. College scheduler will be introduced and demoed first at this meeting.
- Fall Forum – Dean of Students presentation (about 45 min) by Drs Tony Delgado (Ombudsman & Asst Dean of Students) and Kate Kominars (from CAPS) to discuss what services their office and the Behavioral Intervention Team (BIT) provide with regard to students in distress/students of concern. Equip advisors with resources to use in their interactions with students.
- Updates can be suggested by the various support offices at Fall Forum, share ideas with Charlie.
- Question about new Student Services building. Most likely will not come on board till 2016. Possibility of there being representation from advising in the building, but still a lot of conversation to be had for planning.
- Question of promotion / career ladder for advising by Mario. Compensation and classification project still underway. Charlie discussed the fact that HR has been working on developing a more structured career ladder. Market analysis and benchmarking research being done currently. Possibility of Advisor 1, Advisor 2, Advisor 3 levels. HR is still working on establishing this. Through this group and UCAA group, there will be a process established on how to employ this. Janie suggested promoting networking and involvement on campus through committee work by advisors (e.g., the University Wide Scholarship committee, Week of Welcome, etc).
- TBA – Shared by Steven Anderson. Kuder representative to come to campus to provide workshop for advisors on utilizing MyMajorMatch tools. Help advisors to discuss career options.
- College Scheduler is the company who provides customizable tool that helps students enroll in courses. Students would have ability to select campus, term, course preference, day/time, etc. and have the system structure the course. Gives them all possible combinations of desired courses. This tool will cut down the amount of time students will spend searching for classes and finding an appropriate and convenient combination of courses. Clicking on the desired

combination will automatically place all courses in shopping cart in Panthersoft. System may be ready for use for enrollment for Spring.

- Review of 2014-2015 Admissions weekly report. Enrollment up 2.21% in the past year for combined transfer & freshman. Summer enrollment has been down, but Fall has been up.
- Discussion of transfer orientations – enrollment has been pretty similar this year as compared to previous years. More of them are using the virtual orientation that face-to-face advising & registration days. But, they are at least getting information from virtual piece. Last advising & registration day is closed, but still possibility of virtual orientation.
- CUAAsubcommittees – If you have ideas about subcommittees, share with Charlie. Vanessa wants to revive transfer subcommittee and will send communication.
- PERC – Post-Enrollment Records Check. Designed to check whether student has passed appropriate pre-requisite for course they enrolled in semester prior grade was earned in that necessary pre-requisites. Process is still being piloted. Department will first receive list of students identified on PERC to confirm whether or not students should be dropped. Students will receive automatic email letting them know they were dropped because they did not meet the pre-requisite for the course they enrolled in. UPDATE: Based on CUAAs feedback to PERC committee, no students were dropped for Fall 2014.
- Update from Connie– 2008 FTIC graduation rate 52.88% so they will make goal of 53%
- Update from OneStop –New payment plan options for students. Add/drop procedure will be emailed out. DACA form changed to Non-Resident Tuition Waiver application, available on onestop website. Dropped errors. Jacky will email all this information to CUAAs once Jennifer forwards.
- Update from Miguel – Alerts have been issued.
- Update from Gaby – GPA changes to 2.75 after August 25th.
- Meeting adjourned, 3:02pm.