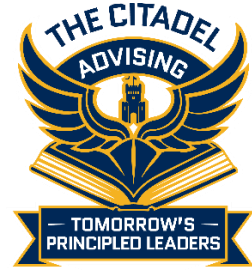


Advising & Retention Council Meeting Summary

Meeting Date: Tuesday, January 7, 2025

Time: 1000-1100

Location: zoom



Quick Recap

The meeting focused on the role of the steering committee in implementing the Quality Enhancement Plan (QEP) and enhancing advising and retention for all students, with a particular emphasis on the advising facilitators and the advising working groups. The team also discussed the promotion of the advising syllabus, the development of a Canvas training course for faculty advisors, and the upcoming advising summit and student health and wellbeing conference. Lastly, the importance of engaging students in the advising process, the need for clear understanding of the advising process, and the challenges faced by the student population were highlighted.

Next steps

- Advising facilitators to present to students in freshman and sophomore PLS classes about the importance of advising and student engagement.
- Advising Assessment Working Group to compile and distribute an advising survey to students and advisors.
- Training and Resources Working Group to develop a draft Canvas training course for faculty advisors in the next couple of months.
- Advising Syllabus Working Group to meet within the next 3-4 weeks to review feedback and revise the advising syllabus.
- All staff to share information about the upcoming Advising Summit on February 28th with their teams and colleagues.
- All staff to look out for information and registration link for the Student Health and Wellbeing Conference.
- Career Center team to partner with academic advisors to help students align their academic paths with career goals.
- ARC team to consider developing visual representations and short video content to explain advising concepts to students.
- ARC team to work on creating a more interactive and universally designed advising syllabus to accommodate students with different learning needs.

Summary

Steering Committee's QEP and Advising Role

The meeting was led by COL John Robinson, co-chair of the steering committee for ARC, and LTC Stephanie Fye. The focus was on the role of the steering committee in implementing the Quality Enhancement Plan (QEP) and enhancing advising and retention for all students. The team also discussed the importance of the advising facilitators, with introductions from Abby Giordano and Coletta Bethea. The facilitators will work with LTC Stephanie Fye to plan and implement the annual advising summit and coordinate advising initiatives within their respective schools, ensuring alignment with institutional goals. The meeting also highlighted the diverse expertise and contributions of the steering committee members.

Advising Syllabus and Assessment Working Group

LTC Stephanie Fye discussed the promotion of the advising syllabus and new resources within the schools, sharing them with faculty and staff advisors and gathering their needs for resource development. She also mentioned the presentation to students during PLS time to educate them on advising. Dr. Stephanie Laughton then took over to discuss the Advising Assessment Working Group, which aims to quantify the interaction and perceived quality of interaction in advising. She presented data on the number of academic advisors, their advising loads, and the distribution of advising by major. Dr. Stephanie Laughton also mentioned the need for data on specialty group academic advisors, such as pre-health or pre-law, and invited anyone with access to such data to reach out.

Developing Canvas Training and Resources

Dr. John Egan discussed his group's work on developing a Canvas training course for faculty advisors and populating an advising website with resources. He mentioned that they had conducted two focus groups with faculty advisors to identify gaps in training and resources and had begun developing the training course. The goal is for 15 faculty members to complete the course in the next year. Dr. John Egan also highlighted the complexity of advising and the need for resources and training for faculty advisors. He mentioned that they are working on a training course in Canvas with four learning objectives.

Advising Syllabus Feedback

Dr. Simon Ghanat discussed the feedback received from faculty and students regarding the advising syllabus, highlighting the need for more guidance on integrating it into faculty members'

advising practices, a more visual representation, and a shorter length. He also mentioned the need to provide more support for students in creating their academic plans and to include step-by-step procedures for filling out registrar forms.

Advising Summit and Student Health & Wellbeing Conference

LTC Stephanie Fye then presented information on the upcoming advising summit and student health and wellbeing conference, encouraging everyone to share the information with their teams and colleagues, and be on the lookout for registration links coming soon.

Enhancing Advising for Student Success

COL John Robinson emphasized the importance of feedback and encouraged everyone to provide their input. Dr. Jack Porter raised a concern about the need for a more campus-wide approach to encourage cadets and students to appreciate the importance of advising and taking more ownership of the process. In the meeting, LTC Stephanie Fye discussed the importance of engaging students in the advising process, with the goal of preparing them better for their appointments. She suggested that the PLS could be used as a pre-advising session to ensure students are ready to meet with their faculty or staff advisor. Dr. Kevin Bower agreed, suggesting that the academic officers could adjust their job duties to provide more guidance. COL John Robinson emphasized the importance of building a sense of community and belonging among students, which ties to retention. Ms. Jennifer Cleveland from the Career Center highlighted the importance of advising in helping students achieve their career goals and suggested partnering with advisors to provide resources for students. Dr. Andrea Gross and LTC Keith Brace also contributed to the discussion, emphasizing the importance of connection and seeking out students for advising.

Improving Advising Process and Accessibility

Dr. Brian Jones emphasized the need for a clear understanding of the advising process and its terminology among students, faculty, and staff. He suggested the use of visual representations to convey this information effectively. Ms. Shannon McKenzie added that the syllabus should be designed to accommodate students with documented disabilities, ensuring accessibility for all. LTC Stephanie Fye shared a document they are working on to accompany the syllabus, aiming to make it more interactive and accessible. Dr. Geoff McLeod highlighted the unique challenges faced by the student population, including sleep deprivation, high stress levels, and differences in technology usage. Mr. Jake Lehr reiterated the importance of emphasizing the value of advising to students. The group agreed to provide feedback on the syllabus and other related documents.