

## Advising Leadership Team

Monday, April 25, 2022

### Goals for AY 2021-22

- Adopt Advising Process, Procedures, and Policies to Post-COVID-19 Needs & Practices

### Agenda [target action]

- Advising – Update from Statewide – L. Vega [informational]
  - Issues: NACADE Conferences; Credit for Prior Learning [Policy](#); Strutural changes to advising; Training & developmental opportunities; GI 2025 outcomes and accountability reports
- Early Start Summer Program – [EO1100 & 1110](#) –summer 2022 [informational]
- RunnerConnect – Use of Predictive Analytics & Changes to Levels of Concern & Workloads [Informational]
- Academic Senate Advising Issues – Update – L. Vega [informational-there was no meeting]
  - RES 212226 General Studies Review Committee Implementation [1<sup>st</sup> reading]
  - RES 212228 Re-Entry Students Policy [1<sup>st</sup> reading /3-year grace, if in good standing] -reducing barriers/gaps
- Academic Advising Policy Updates— <https://www.csub.edu/senate/standing-committees> [informational]
- GI 2025 Equity Goals & Priorities– Ongoing Updates [informational]
  - GI2025 <https://www.calstate.edu/csu-system/why-the-csu-matters/graduation-initiative-2025/Documents/gi-2025-equity-goals-and-priorities-2021-22.pdf>
- Advising Task Force (ATF) Updates – ongoing spring 2022 -- Y. Morones [informational]
- Professional Development -Mental Health First-Aid Certification – May 18-19, 8 hour workshop [updates]
- Schools Administrative Assessment Review—Schools’ Status Reports [Actionable]
- Other Issues from the Floor – [emergent issues]

### Parking Lot or Awaiting Deadlines (WASCU visit)

- Change of Major/Minor
- WSCUC Recommendation and Special Visit Preparation – B. Street
  - a. Recommendation 3: *Ensure consistency, effectiveness, and quality of academic support services, including advising, tutoring, supplemental instruction, and course scheduling, to enhance student success for all students. (CFRs 2.12, 2.13) The Commission appreciated learning about the launch of the Council for Faculty Advising, additional staff for tutoring and supplemental instruction, and other changes in this area.*
  - b. Spring 2023 Special Visit: *Academic support services: Data on students served, disaggregated by demographic variables; organizational charts, staffing ratios, and resource allocations to service units; evidence of effectiveness of academic support services*
- WSCUC Special Visit Preparation –
  - a. ↘Advising data collection strategy
  - b. ↘Advising organizational chart
  - c. ↘Document advising ratios
  - d. ↘Document resource allocations for advising
  - e. ↘???? Collect evidence of advising effectiveness

### Logged Record

| Date       | Issue/ Stakeholder  | Resolution   | Item Status |      |        |
|------------|---|--|-------------|------|--------|
|            |   |  | Pending     | Open | Closed |
| 2022.04.11 | GWAR Exam Times and Computer lab  |  |             |      | X      |
| 2022.04.11 | Elect 1000 problem: (Evaluators; Degree Audit; Advisors; Grad Check)  |  |             |      | X      |
| 2022.04.11 | School-Based Faculty Professional Advisor Balance   |  |             | X    |        |
| 2022.04.11 | Mental Health Training Collaborative  |  |             | X    |        |
| 2022.04.11 | Restructuring advising models, EAB (RunnerConnect) workshop Jan. 13, 2022                                     |  |             |      | X      |
| 2022.04.11 | Administrative Unit Assessment for ALT – Mission, Goals, & Measurable Objectives [ <i>WSCUC requirement</i> ] |  | X           |      |        |
| 2022.04.11 | Class modalities for fall 2022  | Completed per Schools ADs  |             |      | X      |
| 2022.03.28 | Administrative-unit assessments   | Relegated to Schools   |             | X    |        |
| 2022.02.14 | Professional development funds  | In process   | X           |      |        |
| 2022.01.31 | Virtual Professional Development Plan for Advisors  | Student Success Network Webinars During COVID-19   |             |      | X      |
| 2022.01.31 | Digital mapper options  | Contract with EAB system   | X           |      |        |
| 2021.10.25 | Academic Petitions Processes and Advisors' Roles  | Forms are being edited.  | X           |      |        |
| 2021.10.11 | Stretch Program Changes   | Stretch students will be enrolled as a block schedule.   |             |      | X      |
| 2021.09.27 | Academic Support Services   | Ongoing WSCCU implementations of consistency, effectiveness & quality of advising and tutoring services. |             | X    |        |
| 2021.09.27 | Program Plan Mapper.  | Academic operations has a synchronization strategic plan in place.                                       |             |      | x      |
| 2021.09.13 | Notes in RunnerConnect Policy Referral  | Sent to Provost (9/22/21) see p. 5)  |             | X    |        |
| 2021.08.30 | Duan Jackson's, CO, Advising Visits   | Cancelled due to GI2025  |             |      | X      |
| 2021.08.30 | Guided Registration: English Place.   | Wrong English Placements Corrected Manually  |             |      | X      |

|            |   |  |   |   |   |
|------------|---|--|---|---|---|
| 2021.06.21 | Freshmen Housing Requirement for Fall 2021  | Website has information and a place to ask questions. There is an online form. |   |   | X |
| 2021.06.21 | GE Area F in the Academic Requirements page   | It is now in the academic requirements page.                                   |   |   | X |
| 2021.08.16 | Implications of the 2021-2022 catalog release date  | Anticipating future catalogs delivered on time                                 | X |   |   |
| 2021.08.16 | Enrollment, Cancellations, Holds  | Information on holds can be requested from Dr. Cantrell                        | X |   |   |
| 2021.08.16 | Fall Sports – Enrollment – M. Medina Cruz   | Placeholder courses and Runner Connect notes communication                     |   |   | X |
| 2020.05.17 | Catalog time gaps; policy recommendations to the Provost; Institutional priorities; collaboration with Faculty Advisors |  | X |   |   |
| 2020.12.14 | Transfer Students (no concentrations)- Barriers   |  | X |   |   |
| 2020.11.30 | Catalog Rights Guide  |  | X |   |   |
| 2020.11.02 | Adding 2 <sup>nd</sup> /3 <sup>rd</sup> Major/Minor   | Collecting data  | X |   |   |
| 2020.10.19 | Advising Calendar   | On the table   | X |   |   |
| 2020.10.19 | Advising Holds' Releases T. Boone   | Fall 2020; plans for future  | X |   |   |
| 2020.10.05 | Special population early enroll.  | By law / GI25/ Lrn. Comm   | X |   |   |
| 2021.02.08 | Inside Track visit  | Done / Follow up   |   | X |   |
| 2020.11.16 | Admission, Registration, Advising   |  |   | X |   |
| 2020.11.16 | Final Transcript Evaluations  |  |   | X |   |
| 2021.06.21 | 2 <sup>nd</sup> Degree Students Enroll/advice   | B. Perlado, enroll. Realigned  |   |   | X |
| 2021.06.21 | CSUB 1029 - clarifications  | GE re-alignment/ done  |   |   | X |
| 2021.06.21 | Department Chair Signature on Add/Drop Form   | AdobeSign routes to chair  |   |   | X |
| 2021.04.12 | GI 2025 Professional Staff advisor  | It was agreed 1 person would be elected  |   |   | X |
| 2021.04.12 | Instructional modalities  | Annotation in PeopleSoft   |   |   | X |
| 2021.03.22 | Disqualified Students admitted after last day to add [Appeal of disqualification]/ Petition for re-admission]           | Appeals must be submitted 2 weeks prior to classes beginning.                  |   |   | X |
| 2021.03.08 | Admissions, Registration, Advising flow   | Workflows have been shared.  |   |   | X |
| 2021.03.08 | Students and Faculty relying on Degree Progress Report (DPR) to calculate units   | Issue fixed in degree audit.   |   |   | X |

|              |   |  |  |  |   |
|--------------|---|--|--|--|---|
| 2021.03.08   | Grad Check 90-unit eligibility              | Keep it at 84 units.   |  |  | X |
| 2021.02.22   | Junior/Senior Graduation checks             |  |  |  |   |
| 2021.01.27   | Degree Audit Q2S Change                     | List of students sent.                                       |  |  | X |
| 2020.12.08/9 | Inside Track Mental Health                  | emotional support, tactical empathy, Suicidology / self-care |  |  | X |
| 2020.11.02   | Reserved Courses (Block Scheduling/ Honors) | Developed process and communication flow                     |  |  | X |
| 2020.10.05   | Immunization Holds J. Allred                | Instructions provided  |  |  | X |
| 2020.10.05   | B1/B2/B3, L. Gubkin/L. Zuzarte              | Fixed in Peoplesoft  |  |  | X |
| 2020.10.05   | Advising listserv/SSN – K. Z-L              | 1-way messages only  |  |  | X |
| 2020.09.21   | Athletic units & ADT – B. Mendiola          | Title IX req's/existing rules                                |  |  | X |
| 2020.09.21   | Time Conflict Issue- L. Zuzarte             | Conflict overrides   |  |  | X |