

Advising Leadership Team

For September 12th 2018

Achieved

- ✓ **Set goals for the AY18/19**

Goals for AY18-19

- Develop School-based framework for Faculty/School Advisors Responsibilities
- Continue to evaluate the advising function
- Launch new training and professional development opportunities for Professional and School Advisors

Agenda

1. ALT Charge Statement All
2. AARC Restructure V. Harper
 - a. Shift of responsibilities
 - b. UPDATE: Academic Jeopardy Changes
3. DISCUSS: Ready to Advise Lists Ben P.
 - a. Errors in evaluations
4. UPDATE: Course substitutions Lisa Z.
5. DISCUSS: School Based Faculty-Professional Advisor Balance All
6. DISCUSS: Staffing/Funding for Advisor Training Sessions
7. DISCUSS: Retroactive Withdrawal – Instructors' signatures
8. UPDATE: Onbase Group Access Form All
9. UPDATE: Major/Minor signoff All

Move to Provost's AAC for Approval

- RECOMMENDATION: On Base should covered centrally by the university

Parking Lot

- UPDATE: on Document Management System
- Graduation Denial process
- Add/Drop Form
 - Advisor Signature
- Withdrawal policy
- Probation and Jeopardy study
- Petition for Exception 4th attempt
- GEAR Exam Times and Computer lab

Action Items for last meeting

- Liora: Circulate draft Team Charge