

# Advising Leadership Team

Meeting Agenda

Monday, September 26, 2022

via Zoom

3:00pm-4:00pm

---

- I. **Approval of Minutes** (see attached to meeting invite) (Dr. Denver Fowler)
- II. **Debrief of Academics Holds Placement Schedules** (Dr. Denver Fowler)
  - a. Discuss additional feedback from SSE and BPA.
- III. **WSCUC Visit in Spring 2023 & 2022-2023 Goals** (Dr. Denver Fowler)
  - a. Goal 1: Ensure A Consistent Student Advising Experience
  - b. Goal 2: Adopt Effective Advising Model/Structure (Advising Taskforce & Academic Senate)
  - c. Goal 3: How do we assess *everything we are doing?* (e.g., WSCUC Recommendations & Visit Information provided on p. 3)
  - d. Preparation for visit
    - i. Collect data on how many students served
    - ii. Collect data on quality of advising services (*need to locate a standard advising survey to utilize [I will email CSU group] – Ms. Ilaria Pesco will send survey?*)
    - iii. In essence, we need assessment data...think about it through an accreditation lens...that is, collect data on everything we are doing, analyze it, use it to make informed decisions about the future of advising at CSUB (in a nutshell)
- IV. **Working Conditions** (Dr. Denver Fowler)
  - a. Concerns
  - b. Recommendations
  - c. 2022-2023 Professional Development
    - i. 2021-2022 Professional Development
      1. *Mental Health First Aid Kit* workshop (with certificates)
    - ii. Ideas for this year (for both ALT and the Faculty Advising Group)?
      1. Cal Poly's Assistant Director of the Mustang Success Center (oversees advisor training and assessment), Christina Wolfe-Chandler (recognized for her training programs on the local and national levels as well as by NACADA)
  - d. Other

**V. Topics from the Floor**

- a. Clarification on current process for course substitution request per department  
(Melisa Medina Cruz)

---

**WSCUC Recommendations and Special Visit Preparation** (as reported by Dr. Brian 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
- **Mission:** “The ALT is a coordinating body that makes referrals, but does not set policy, to the provost council to improve advising at the university.”