

ADVISING LEADERSHIP TEAM MEETING

Monday, Monday, May 11, 2020

Zoom Meeting 2:00 pm-3:30 pm

Present: Debra Jackson (Chair), Marta Ruiz (Admin Support), Adriana Sixtos, Christina Hernandez, Elaine Correa, Gilverto Herrera, Liora Gubkin, Lisa Zuzarte, Melisa Medina-Cruz, Seung Bach, Todd McBride, Yolanda Moreno.

Absent: Vikash Lakhani, Andrew Dickenson, Crystal Montoya

Guest: Dwayne Cantrell, Jennifer McCune

Action Items:

The Meeting Began at 2:00 pm

Dr. Debra Jackson thanked everyone for attending today, and thanked Dr. Dwayne Cantrell, Jennifer McCune and Ben Perlado for coming in to answer questions regarding Multiple measures for category placement.

Multiple Measures for Category Placement

A. Sixtos – In regards to the Highschool/college courses completed, gpa and test scores what coding will be used and how will it be reflected in Peoplesoft?

- B. Perlado – The information that is coming across right now is part of the application, those category placements for English and Math based on what the CSU has received has been set, of course that changes as they complete other things and they turn in AP credits etc. That information is also where the EPT was in past years, that will stay there.
- There has not been any changes on the category assignments in terms of the logic that the CSU uses to establish the category placements for English and Math. However, Rosie Perez is working on the messaging where on the student center that pulls from the category, now since there is no Early Start those messages will need to be put under different messaging context based on what is currently set when the process runs.

A. Sixtos – In regards to the freshman transcripts being submitted, will unofficial/self-reported data be used to get them on the RTA list?

- B. Perlado – Freshman that are on the RTA list now are students that we have information on and were admitted in based on either self reported up to the second semester. Anything that comes in up to July 15th that information likely will just update more of the A semester information and for the purposes for category that will be your English that they will remove the conditional on. In some cases it may be GPA not so much now on there because that information is calculated through the system. If anything anything they will adjust upon validation would be English and Math placement and in English they can remove the conditional based on the official scores.
- J. McCune- Transfer students we are still waiting for all documents to come in, we are validating those as we go, posting the transfer work, term activating and posting the transfer work, making sure they have an appointment time then they go on the RTA list. We are still planning on requiring all documents, we have to look at what our numbers look like later and we will reconvene with Dr. Cantrell, we need to adjust as we can, we are only posting once all documents are in. The exception is if they are in progress for some courses we will post if they are in progress now, if they have transferwork that is not posted we will not post it until it is posted in their transcript.
- D. Cantrell - We will keep our posted deadlines in place, we will be flexible, for example our May 1st intent to enrollment deadline, we will be flexible until June 1st.

A. Sixtos – In regards to the ADT's it's mentioned that a student can get a special agreement at the CSU campus after enrolling, do we have a designated person we can refer the student to?

- J. McCune – Veronica Bethea

G. Herrera – If an advisor is meeting with a student and a student does not agree with the placement that they have been categorized in, how will that process look? What measures will be used to determine the student's placement for English and Math?

- D. Jackson – We will be using the same process as last year, the students that do not think they were placed in the correct category can submit an appeal. The information on how to submit an appeal is posted on the Early Start website. When students are requesting a change in their category placement is to provide some kind of evidence as to why their category should change. <https://www.csub.edu/earlystart/appeal-process/English-Math-Course-Placement-Appeal-Form.pdf>

Y. Moreno – How do we bring justice to a student when he/she has been placed in the wrong category?

- D. Jackson – If the student thinks they are in the incorrect category they need to check before the term begins to make sure their category did not change to make sure they are in the correct course since they register for the course long before it begins.

D. Cantrell -Where will we stand on rescinding admissions for those who do not have their transcripts into us on time.

- The Chancellor stated we can not rescind the students for that reason.
- If we have transcripts but they do not meet the CSU eligibility we can rescind admissions but this year we will not rescind, we will work with students and be flexible.

D. Cantrell -Deferring Admissions -If students want to defer their admission date

B. Perlado - The Chancellor's Office guidance is to work out a process that is specific to your campus, on how that will be operational wise, this will extend to Graduate and Undergraduate students. We will likely use some kind of form where they can request it. The overall process is that the student will not have to reapply and pay, they have already done so. Once we have the kinks ironed out we will share the information with this group.

- L. Zuzarte – Do you have a deadline date for students who wish to defer to spring?
 - D. Cantrell will discuss this process with the team and send out instructions. If you have any strong feelings or recommendations please let him know.

GWAR Requirement Clarification- D. Jackson shares the short version of this requirement.

- If a student is supposed to graduate this spring and is not enrolled in a GWAR course and needed the GWAR exam to graduate the GWAR requirement is waived for that student.
- If a student is supposed to graduate this spring and is enrolled in a GWAR course to fulfill that requirement, that student needs to complete GWAR course to graduate. Which means if they do not pass the course this term they must return to complete the course. Students who decide to drop will need to retake it.
- Students who have not completed the GWAR will need to take the class as the in the fall as the exam will not be available in the fall.

L. Gubkin –If a student that needs to take the GWAR class this summer is on the 2016 cohort they are eligible for a grant, has there been any discussion ability to extend grant money beyond that cohort to students who would like to use summer classes to complete their graduation requirements?

- L. Gubkin- Will reach out to V. Lakhani about this and get back to the group.

Orientation – Orientation will be offered virtually via zoom, the fee will still apply. The cost for orientation is \$150 for first-time freshmen and \$105 for transfer students. We are not going to be providing refunds

for orientation as we are still holding an orientation. July 8th , 9th , 29th and 30th are for First Time Freshmen. July 22nd , 23rd August 12th and 13th are for Transfer students.

Open discussion about summer 2020 goals for ALT –

Continue to meet during the summer, one (1) time per month, if we have an emergency we can schedule an emergency meeting.

Items to take care of this summer

- Professional Development funding for advisors for next year
- All advisors get needed training for EAB
- Find out how faculty and staff hcan work together better
- New ALT appointments to replace rotating advisors
- Once we know about group advising, how it will work bring it back to agenda.

Meeting Adjourned: 2:57 pm

Next Meeting Monday, June 15, 2020 2:00 pm