

ADVISING LEADERSHIP TEAM MEETING NOTES

Monday, July 18, 2022

Zoom Meeting 2:30 pm - 3:30 pm

Present: Luis Vega, Denver Fowler, Steven Gamboa, Feliza Sanchez, Janine Cornelison, Rodrigo Rios, Lisa Zuzarte, Glenda Guizar, Melisa Medina Cruz, Seung Bach, Gabriela Ochoa Vega, Ilaria Pesco, Christina Ramirez, Deisy Mascarinas (Admin Support)

Absent: Deanne Perez-Granados, Karlo Lopez, Yvette Morones

Guest: Emily Poole Callahan

Meeting began at 2:30 p.m.

ALT Membership Transitions

- L. Vega begins by welcoming and introducing the new members of the committee. He also thanks former members for their service.

New Undergraduate Academic Integrity Policy May 20, 2022

- E. Callahan was present to discuss the new Academic Integrity Policy.
- She shared the policy guide and highlighted the distinct levels of violation of the policy. Which include:
 - Minor First Offense – “minor actions of plagiarism or cheating without showing clear motive to gain unfair advantage.”
 - Moderate First Offense – “moderate actions of plagiarism or cheating without clear evidence of intent to gain unfair advantage.”
 - Major First Offense – “premeditated or planned plagiarism or cheating with clear evidence of intent to gain unfair advantage.”
- She also discussed and went over the different documents that faculty may use to report an offense.
- D. Fowler asked whether this policy would be accepted throughout the entire university and whether this was a policy for all students.
- E. Callahan shared that the policy would go out and be promoted in hopes that it would be accepted university wide; however, at the end of the day it would be up to the instructors and faculty to accept it and incorporate the policy into their courses.
- E. Callahan shared that the policy was specific to undergraduate students. Graduate and doctoral students were to be held to higher standards thus their consequences should be much greater than that of undergraduate students.
- E. Callahan also shared the ‘Non-Academic Student Conduct Code Violation Reporting Form,’ which instructors may use for students of concern. She mentioned that this form allows her office to get in contact with these students and refer them to either counseling center or other resources so that they can receive the help they need.

Advising – Update from Statewide

- L. Vega shared that the Chancellor’s Office is looking at implementing a digital planner that will present students with their schedule by letting them know what courses they should take next and are still needed to complete their degrees.
- They hope to have just one planner that is adapted throughout all the CSU campuses; however, they understand that the students of each campus have different needs so in the end they may allow each campus to utilize the system that best works for them. Obviously, in hopes to save money they are looking at implementing one system altogether.
- There are many flaws to having a digital mapper like the one being suggested. First, not all students being able to take the suggested courses because of factors related to the times the courses are held. Additionally, some courses filling up faster than others.
- The planner would also have to be well designed to ensure accurateness so that students can really rely on the system to let them know what they need to take in future semesters.

Other Issues

- L. Zuzarte shared that to ensure the accuracy of the degree audit that has led to the constant cleaning and updating of the catalog to rid it of discrepancies. Additionally, it has resulted in several strict deadlines to ensure that the catalog is updated every year and on time.
- I. Pesco shared the importance of having a fixed guide for students since many transfer students are all already used to such a thing, and they have deemed it extremely useful.
- L. Vega shared his concern over advising for transfer and new students taking place much later than usual which has resulted in low enrollment.
- J. Cornelison shared that those had been the days agreed on by all advisors for the advising of transfer and new students.
- L. Vega asked the new advisor representatives what they thought of OnBase.
- J. Cornelison shared that she found OnBase to be a good program.
- G. Guizar shared that it is a good program, but for communication it is not the best as not all faculty advisors have access to it or know how to use it so in that regard it is not as useful.

Meeting ended at 3:41 p.m.