

ADVISING LEADERSHIP TEAM MEETING NOTES

Monday, July 19, 2021

Zoom Meeting 2:00 pm - 3:30 pm

Present: Luis Vega, Lisa Zuzarte, Deanne Perez-Granados, Karen Ziegler-Lopez, Liora Gubkin, Janine Cornelison, Karlo Lopez, Anayeli Gomez-Navarro, Seung Bach, Belen Mendiola, Melisa Medina Cruz.

Absent: Ilaria Pesco, Deisy Mascarinas (Admin Support)

Meeting began at 2:00 p.m.

Catalog – Update

L. Zuzarte shared that the courses and program details are up to date. She also mentioned that they are still reviewing a few other sections (administrative sections) of the catalog and that for the most part the academic portions of the catalog are good to go. To add to that, L. Zuzarte, shared that they are working with the curriculum committees on the academic portions that still need to be modified in preparation for the 2022/23 catalog.

Advising – Update from Statewide Meeting

- L. Vega shared that Ms. Noelia Gonzalez with the Chancellor's office, the system's financial aid person, came to talk to them in the last statewide meeting because one campus was trying to shift funds from one pot to another to help students graduate. As a result of this, they all received a message saying that they needed to be careful because a lot of these funds are driven by laws. Ms. Gonzalez specified that each fund is different, that the pandemic allowed for some latitude of federal money that was COVID-19 related—all based on need and that it must be coordinated through the financial aid office of each campus, but that campuses should reach out to her for specific questions. She also said that there will be more money related to retention and completion coming, likely GI 2025 related.
- L. Vega mentioned that the main concern brought forth in the statewide meeting was 'how do we help students who have emergencies?' To this, the financial aid person shared that more COVID-19 money is on its way to help with these emergencies. Additionally, the money will no longer just be limited to students enrolled, it will also be offered to dreamers and international students based on documented need.
- The second main issue discussed in the statewide meeting involved repopulation. L. Vega shared that this is still in a state of flux because the UC's have decided to bring everyone back and made the flu shot a requirement; however, the CSU's have not made an announcement yet. The frustration with this is that many of the advisors would like to stay home and work from home; however, there is no clear guidelines on remote work. Additionally, from the data they have collected, one-third of students want to stay fully online, one-third would like to be fully in person, and one-third want to both online and in person. Based on these surveys directors want to create a rotating schedule. However, this is not possible as not all campus presidents have decided, nor has systemwide policy being released at this time.
- Another issue discussed was about how now that remote advising is here to stay, creating advising in-person and remote standards will become a must to ensure quality of services, with NACADA (The Global Community for Academic Advising) already having some standards in place.
- L. Vega shared that the Admissions deadline for Fall 2022 may get extended depending on how many students apply for admissions. He also noted that for now the deadline for Fall 2022 is December 15.
- The CSU presidents and the Chancellor want to create roadmaps and academic roadmaps to help meet equity gaps; however, not having accurate degree audits is making it difficult.
- Duan Jackson, the director for the advising system, wants to create a case management system for the 2025 initiative coordinated care rather than the clinical approach used in social work. They will use RunnerConnect to collect data on student needs. L. Vega mentioned that the visit that is coming up is not going to be an evaluation instead they are going to help us by providing suggestions on what other campuses are doing regarding advising. Additionally, based on the feedback we give them; they would like to advocate for us. They are also trying to work on creating a statewide syllabus.
- K. Ziegler-Lopez suggested that when they come that they should try to meet with both faculty and professional advisors and should meet separately since each group has different issues.

Guiding Principles - [SSU Template]/Advising Syllabus [CSUN template]

- L. Vega shared the SSU, and CSUN advising syllabus templates and asked the committee for their advice.
- K. Ziegler-Lopez shared her concern with creating an advising syllabus stating that its already hard to get students to read their classes syllabi let alone the ones for advising. This was attempted eight years ago but no good leverage was evident, nor any usefulness was derived eight years ago.
- L. Vega mentioned that in the future our campus could benefit from having a designated advising director as our growing campus is bringing complex advising demands and that is the path bigger campuses have followed. B. Mendiola stated that this would be good since advisors are constantly concerned on what the faculty lines are on reporting versus the professional staff reporting lines, especially for each school. She also mentioned that this may help us provide higher quality advising as we will have a clearer vision of our roles and responsibilities.

Petitions:

- L. Vega shared updates on the petitions the committee had submitted (the document along with the updates provided can be found at the bottom of the agenda.)
- M. Medina Cruz shared that they are trying to find a way to have a warning when student athletes change their major, because such change can cause issues for the student qualifying for their sport.
- B. Mendiola stated that student athletes should be encouraged to stay engaged in their academics, because there are very few athletes who participate in clubs or other events outside of their sport. M. Medina Cruz stated that they are always encouraged to stay engaged, however, with their athletic schedule it is challenging.
- L. Vega stated that they need data on the number of students going unadvised especially those with a double major.
- Athletic advising was discussed from the perspective of meeting demands and requirements (NCAA driven) and how a good record keeping system could be useful so students are received advising that is timely to degree progress, with L. Gubkin suggesting RunnerConnect's notes could be a solution.
- M. Medina Cruz shared that they are looking at ways to help with the equity gaps; they are thinking of having a certificate program for those who have already completed their undergraduate degree and are not interested in going to grad school or who may not qualify.

Academic Petitions Processing on Adobe Sign

- L. Vega shared that the main issue with the processing of petitions involved students being responsible for putting all the records and everything in place and then sending it one of the academic advisors for approval. He asked the committee what their thoughts were about having someone who sees students with petitions or if they thought they should just go to whoever is the student's designated advisor. He also asked if advisors could initiate this process for students.
- K. Ziegler-Lopez stated that in her school students were just sent to whoever was available to meet with student.

Meeting ended at 3:30 p.m.