

ADVISING LEADERSHIP TEAM MEETING

Wednesday, August 14, 2019

BPA 134 CONFERENCE ROOM

2:30 pm – 4:00 pm

Present:

Jennifer McCune, Belen Mendiola, Liora Gubkin, Lisa Zuzarte, Tanya Boone-Holladay, Todd McBride, Vikash Lakhani, Yvette Morones, Seung Back, Debra Jackson, Marta Ruiz (Admin Support)

Absent: Melisa Medina Cruz

Action Items:

- D. Jackson – Will email to the committee the larger document with the answers to the handout questions integrated.
- Y. Morones and B. Mendiola will update D. Hyatt and J. Cornelison about this discussion, D. Hyatt and J. Cornelison will report back to the ALT what policy should be in place for phone appointments.

Discussion: Preparation for WSCUC visit

- D. Jackson- WSCUC is coming, they will be at CSUB from October 8-10, 2019.
 - Provided a WSCUC Lines of Inquiry for Student Success Initiatives handout
 - The handout has Student Success Initiative questions that were requested by WSCUC, some that specifically relate to advising
 - Wants to present the information in a Student Success Initiatives poster session during the WSCUC visit around each of the six lines of inquiry that were raised for us so we can highlight our strengths.
 - Is inquiring what that poster content would be and suggested Vikash Lakhani to could be the ambassador to answer questions for WSCUC.
 - Brainstormed/open conversation session, she will take notes as to what the answers will look like, will draft document and share it with the committee.
 - The committee feels questions 6-11 except 10 are ALT related.
 - Will email to the committee the larger document with the answers to the handout questions integrated.

Discussion: Phone Appointments

- J. McCune - What is the department/school policy with phone appointments? Are there accommodations for those that are in outlying areas? Yes or no and if no, why not?
 - B. Mendiola – Business and Administration has a Kern County limit, if they are outside of the Kern County line, they can do a phone appointment. Anyone inside of the Kern County line has to drive in for their appointments.
 - Y. Morones – SSE, anyone that lives more than one hour away or has transportation issues can set up a phone appointment.
- D. Jackson suggests using zoom or allowing them to have a phone appointment if they have hardships or no transportation.
- Y. Morones and B. Mendiola will update D. Hyatt and J. Cornelison about this discussion, D. Hyatt and J. Cornelison will report back to the ALT what policy should be in place for phone appointments.

Discussion: Professional Development Training

- J. McCune – The first training was with Mike Lee; it had excellent feedback, we did not do a formal assessment, we did have great feedback from the advisors directly.

- L. Gubkin – The second training was with Katie Hansen; it was really positive in terms of the content and hands-on approach it was really appreciated. The third training was with Katie Hansen, I haven't looked at survey results in detail yet, I will put a report together.
- J. McCune – Informally, during the three sessions, several advisors voiced they would like to have evaluators as part of the training.
- J. McCune – Wants to have a plan to discuss with Dr. V. Harper to continue the Professional Development Training.
- Y. Morones – Suggests having one training in September after school starts but before advising starts
- L. Gubkin- Should we have two trainings per semester or one?
- J. McCune -Is looking for feedback from the advisors and needs more topics as well.
 - Gen Z
 - Teambuilding
 - Y. Morones – During winter break, Student Affairs is going to have Mental Health First Aid training. Max in housing is working on putting this together with Kern County Group. We may want to contact him and get some information.
 - B. Mendiola – Able-bodied, Non-traditional students.
- J. McCune – Will be meeting with Dr. V. Harper. Is there anything that we need clarification or feedback on?
 - We want an update on the EAB report, what has been happening with it?
 - Ratios
 - Initiative fatigue
 - Assessment
- J. McCune – Will ask Dr. V. Harper if he as Interim Provost, has any specific goals for the ALT for this academic year.
- J. McCune – Update – We are taking away the withdrawal charge that Dr. Knutzen brought to ALT, it has now been asked that Debra Jackson work with Enrollment Management to come up with potential language if we feel changes need to be made.
- Declaration of Major form – This form has been updated, the form said current major Dept Chair must sign off on the form it should be the incoming department that needs to sign off on it.
- L. Gubkin – It was mentioned on the Strategic Plan there would be a re-evaluation of the ALT, it seems the charge does not match the title for the members.

Discussion: ALT Membership

- New members for 2019/20 are Janine Cornelison from A&H and Yolanda Moreno, Dodie Hyatt will attend the meetings until Yolanda returns.

Adjourned: 4:00 PM