Advising Network Meeting Notes
Thursday, April 27th, 2017
Curris Business Building 319

First on Agenda: Network Faculty Co-Chair for 2017
1. Michelle Swanson taking over for the academic year while Dawn Del Carlo is on PDA. Raquel Zuniga will stay on as Co-Chair.

Second Agenda Item:
2. Updates and debriefing from Advising Council
   a. Waiting lists update: The waiting list issue has been brought to the Dean’s Council. They are aware and hoping to have something in place Spring or Fall 2018. The goal is to streamline the process for all departments and students
   b. 2nd half-semester courses
      i. The discussion has begun on adding 2nd Half semester courses however it is just in the initial stages. More conversation is needed since this is an issue with a lot of variable-are faculty willing to teach it, setting a longer period for enrollment before cutting off/killing a class. This discussion needs to take place with faculty and higher administration.
      ii. However, there is a sense of urgency to provide more half-semester courses NOW and as such, we NEED something to implement. This is a retention issue. There needs to be something in place for the fall 2018. Such as 2 half-semester 3 credit classes like Human Identity and Relationships (possibly blended learning so it’s not all in person) and something else in the LAC

Third Agenda Item:
3. UNI Advising Communications Plans feedback – email request for information went out on 4/18:
   a. What pieces of information do you believe are important for your students to receive?
      i. Several aspects of the Advising Express are copy/pasted into emails for students.
      ii. Easy access to what the LAC requirements are
   b. As an advisor, what information do you think is important to receive in the first year of advising?
      i. Know about the Advising eLearning course
      ii. Important dates for students to know (last day to drop, registration, class schedule availability, orientation dates, etc…)
      iii. Available resources for students, faculty, information, etc… within SIS (e.g. ALEKS and PRAXIS scores, reports for a variety of things).
      iv. Understanding of how administrative departments connect/overlap (financial aid, registrar, admissions, ISSO, etc…)
v. Photo directory of students.
c. What would you like to see included in a campus-wide communication plan to all faculty/staff advisors?
   i. All new advisors should do the advising modules in eLearning – keep reminding people in the Advising express to do these
   ii. Advisors need to know when and what classes are cancelled for a summer/term so students who were registered can be assisted in finding another class.

Announcements and Debriefing:

4. Promoting UNI Majors program series in February
   a. Possibly having a “majors month” in Feb instead of an “exploring majors” or “majors in minutes” fair.
   b. Each department would be asked to sponsor an event for their major. It could include things that the department already does for their majors but advertise it a bit more widely to those who might be considering the major.
   c. Could be something that the student orgs do or something like a speaker/seminar, etc…
   d. Also, want to get career services involved, as well as alumni.

5. Other Items and Discussion – Ideas for Next Year?
   a. Bring in a representative from Financial Aid, Admissions and Office of the Registrar to talk about what they do and how it affects our students
   b. Bring in International student office to speak about their students challenges and how we can support
   c. Bring in the new Orientation coordinator (Bailey), and the process for Summer Orientation
   d. Have Leah Gutnecht follow up about reporting of issues
   e. Focus on Student success and retention
   f. Transfer credit
   g. Admissions and visit day plans/changes – presentation on who comes and who enrolls the next fall. Show us that all these visit days are working
   h. Increase in the number of students who take GIS courses and national student exchange
   i. Maybe talk about strategies for on-line classes

Have a Great Summer and we will see you all in the Fall!