

ACADEMIC ADVISING COUNCIL

Meeting Agenda and Notes

April 18, 2025 - 1:15 pm to 2:30 pm

COOK 107 - in-person

Attendees: Amy Brannon, Evan Macklin, Kim Stoffel, Megan Downey, Dan Nyhof, Cheryl Garner, Jennifer Batten, Leigh Kleinert, Ann Isackson

Regrets: Katie Hughes, Brian Daily

Note Taker: Deborah Snider

Time & Topic	Action Requested	Related Process &/or Documents	Notes
1:15 - 1:30 pm <i>Welcome and Update from Provost Council - Ann</i>			• Have co chairs meet with DH/PD meetings for each of the schools • Deans have provided meeting times for STEM, SLA, BI, HS. Still waiting on Workforce dates. • Megan, Dan and Leigh made a presentation showing an overview of work completed, next steps, and asked for feedback from deans/associate deans ◦ Presentation ◦ Pathways/having a direct advisor with whom to build a relationship ◦ Embedded model survey with detailed feedback from deans/dept heads ◦ Pathway to declare program ◦ Need for transfer schools and

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			Navigate knowledge, training for classroom faculty advisors ○ Classroom faculty advising definition involves discipline specificity, expert on curriculum in specific areas—especially career advising ○ New student orientation specific to health care programs ○ Drop in advising/express advising not working well ○ Many students not prepared for college so new student orientation can be really helpful ○ School-specific training ○ Classroom faculty advising vaguely mentioned in faculty contract—not clear on requirements, hope to make this clearer in negotiations ○ Academic advising prior to second admission, classroom faculty advisor takes over once second admission happens ● Consolidated report reflecting faculty feedback ● Foundational deliverables and advising syllabus to Mike Light and Marisol/College Success ● Creating a comprehensive cyclical prof dev plan with supporting materials ● Do we need to add anyone to this council— ○ SA department heads and program directors— have them help with

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			subteam work or have them designate someone due to time issues for each of them ○ Academic faculty input is also important at this stage, and we may need to include some more representation here. A department head from each school—ADs might know. ● New AD for Advising Amy Huntington will be joining soon ● List of advisors who are already aligned with pathway work ○ Pathways Curriculum Advisory Teams ● Faculty from different schools need exposure to orientation work, etc. which will be accomplished incrementally. ○ Sharing of foundational documents, creating classroom faculty advising definition and similar steps will need to be addressed as part of this process. ○ Creating a definition will be easier after exposure increases and is regularly accessed.
1:30 - 2:15 pm <i>Generate ideas for Advising Webpages - All</i>			● Centralized web hub for academic advising, consolidation of resources for students ○ Enrollment stats ○ FAQ docs

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			○ Links to graduation, enrollment process ○ Questionnaire that directs the student based on their answers ○ Need to get more student input on this—student employees? Megan to reach out to DHs/PDs on this. ○ Identify what is lacking on current web page ○ On Current Student page, make sure we connect to classroom faculty advisors who specialize in particular career paths or disciplines
2:15 - 2:25 pm <i>Next Steps</i>	Discuss & Recommend		● Dan and Leigh to meet with B&I and STEM in the coming week to get more feedback ● Discussion of new student orientation redundancies for middle college/dual enrolled students ● Sub team to work on web page design—begin by canvassing students on campus. ○ Students in web design class? Jake Pollak's CIS internship, sophomore project. ○ Kim and Evan to spearhead. ○ New AD of Advising should be involved also.
2:25 - 2:30 pm			

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<i>Announcements, Closing Remarks, and Meeting Adjournment</i>			○ Implementation by September 2025.

Note: Times are approximate.

Guiding Documents:

- [Future Agenda Topics](#)
- [AAC Team Charter](#)
- [Executive Summary of NACADA Report](#)
- [Full NACADA Report](#)
- [March 6, 2024 Presentation](#)
- [July 29 NACADA Learning Outcomes](#)

Meeting Notes:

- [See our TDX page](#)