

Committee on Academic Advising

April 6, 2010

Call to Order: Chairperson Bigley called the meeting to order at 2:30 pm.

Members Present: M. P. Bigley, M. Horan, K. Poppe, S. Odesina, L. Hall, S. Braverman, J. Farhat, S. Walsh, K. Oliva, B. Hosch.

Guest: M. Garcia-Bowen, Director, Academic Articulations & Partnerships

Approval of Minutes: Minutes from the March 16 Meeting were approved.

School-based Centers and Transfer Students

Mary Pat invited Myrna Garcia-Bowen to meet with us to provide an overview of her office's services and answer questions with regard to Transfer student advising. Myrna informed the committee that she handles all issues pertaining to the transition of transfer students from their previous college or university to CCSU. Discussion topics included

- the MOU with the Connecticut Community Colleges
- coordination of sessions with students and counselors in the Community Colleges
- meetings with transfer students who are either thinking of transferring or who have applied and been accepted
- the transfer equivalency listings on the Admissions website
- Myrna's title and the title of her office (suggestion was made by Mary Horan that the current title - Academic Articulations & Partnerships – does not lend itself to identification as a place for assistance for transfer students). Myrna may be familiar to CC transfer students (40% of all transfers) but not to all transfer students know where to turn for answers.
- Mary Pat is concerned that there be some consistency in the way transfer students are handled.
- Current university policy allows new accepted and confirmed transfer students to register with continuing students.

Myrna acknowledged that current Advising & Registration programs for transfer students are "choppy", not very well attended, but improving. She needs more support in order to make the transition of transfers a priority. The Transfer Guide, a product of the Transfer subcommittee of the Retention & Graduation Council, was shared and discussed. The Guide was produced with seed money from the Provost, but the supply has expired and there are no funds to print additional copies. There is also a "green book" of information that needs to be reproduced and shared with new transfers. Larry inquired as to the cost of reproducing these materials, and even offered to chip in for those costs.

Ideas to reach out to transfer students earlier and encourage them to confirm (pay deposit) earlier were discussed. It was learned that many transfers think that when they register they have to pay their bill. Different messages are sent by various offices when transfers are accepted.

The idea was discussed that a central office (the Transfer Office?) should coordinate production of the support materials and programs like Transfer Student Advising & Registration Days for new transfers, and that this office should receive budgetary support for these activities as recurring expenses.

Mary Pat offered that she has always held information sessions for SEPS transfers on Fridays. More sessions need to be offered for all Transfer students. Sharon Braverman made the point that there is usually more value in one-on-one sessions as all students are unique.

Larry suggested that Admissions representatives, Myrna and others are at the Community Colleges frequently. He offered that suggestion that we might consider offering bus service for some Community College students to visit our campus.

Ms. Garcia-Bowen departed the meeting at 3:26 pm.

Braden Hosch inquired whether we could offer transfer credit evaluations before a student submits an application for admission. Discussion revealed that this is not a practical possibility. Larry offered that historically (10 years ago) we did not complete transfer credit evaluation until a student paid their admission deposit. Now students receive their transfer credit evaluation upon acceptance. Larry suggested that we allow accepted students access to the degree evaluation system upon acceptance.

Braden asked whether the Associate/Assistant Deans and Counselors should be doing basic advising work as they are now doing. What about Master Advisors doing this work to add value to the process?

Discussion moved to improving the process and Larry pledged his total support to the schools.

Kevin Oliva brought up the one-time money issue and suggested that we should not be counting on this, but rather putting emphasis on budget lines for the school-based centers.

It was agreed that the Committee will recommend the funding of School-based Advising Centers.

Discussion ensued as to the proper channels to pursue, and it was determined that we first report to the full Faculty Senate for approval and support.

The Committee also agreed that we should inquire as to the process for identifying space appropriate for the School-based centers. Mary Pat, with assistance from Kevin, volunteered to approach Richard Bachoo to find out proper steps to deal with space issues for the school-based centers.

Funding is needed now to support school-based centers, and will be pursued through one-time funds for

- Printing of the Transfer Guide
- Printing of the Transfer "Green Book"
- Equipment (3 laptops and 3 LCD projectors) for group presentations
- Transfer Orientation university-themed "promotional items"

Mary Pat reminded the Committee that she is scheduled to report to the Faculty Senate on 4/26.

Next meeting is scheduled for April 20, 2010, at 2:30 pm in HB 108.

Meeting adjourned at 4:10 pm.

Respectfully Submitted,
Ken Poppe