**Student Affairs and Campus Life Advisory Committee Minutes**

Meeting time, place and date:

Wednesday, 16th March,8:00am

Committee members present:

* Christopher Ryder (Chair)
* Laura Wilson
* Veena Ravishankar (Secretary)
* Cate Brewer
* Ginny Morriss

Nonvoting student members:

* Kaylee Deardorff
* Kayla Estes

Approval of Minutes

February - Approved

Introductions

Dr. Wes Hillyard, Director of Academic ServicesAcademic and Career Services

Items of Business, including Motions

* Academic services: A specialist advising services: transfer, support to students who struggle with academics, help upper-level students with their future transition. Has part-time faculty to help.
1. Students transition into university:
	* Into FSEM and onto major: once they apply and fill in their questionnaire. Guide them with the sequence of courses they need to take.
	* Goal is to have a schedule for them: have them in FSEM and have them in 12 credits where they are excited about a few courses at least. There is priority registration for student athletes and honors students. Important to make those connections. Peer mentor is also assigned to FSEM students.
	* Faculty advisors will meet with FSEM students and continue advising them until they find a major.
	* QEP helps students who are struggling to find major. Some students haven’t declared yet as they have built a relationship with their FSEM advisors. But more than half are declaring by end of first year.
	* Typically, faculty advisors encouraging FSEM students to declare major by Fall at the latest, if not the first year. Some advisors do keep advisees, but some go back to Academic services to be either assigned to the major or are struggling with FSEM or struggling to find a major.
	* Challenges of Spring FSEM: some small students are not regular and need more support.
	* When new advisors are assigned: falls on the older advisor to inform older advisees and then academic services will inform them of the new assignment.
2. Transfer students into university: help form connections:
	* Some come in with associates degree, 90 credits, hardly anyone comes for FSEM. Do not make schedules for them.
	* Different than a freshman. Assign an onboarding advisor- looking at their credits and courses, and then recommend to specific departments. This can include transferring courses based on discussion with the chair/department.
	* Academic services work with student affairs and residence life to help with onboarding. Charles Tate is one of them.
	* Work with admissions, community colleges to help transfer students. Transfer liaison in every department or faculty fellows with Academic services who can represent multiple departments will be helpful for the process.
3. Academic recovery help to students who fall back-GPA below 2.0. Seniors and upper-class students.
	* Systemic plan developed. First time this happens, they go into academic warning. Stays with current advisor.
	* Subsequent semesters if this continues, they go on to academic probation. A well-documented help provided to get them back on track and go to advisor for mid-semester advising.
	* Hit suspension based on number of attempted hours- work with them for reinstation. Maintains advising with faculty advisor.
* How does it work with non-residential students with onboarding and what role does academic services?
	+ Falls with Chris Porter. From academic side, it is not straightforward to get in touch with them.
* Kimberly young is the next guest.

Adjournment and next meeting details

The meeting adjourned at 8:58am.

Next meeting time, March 30th, 8am.