
Members Absent:

Guests: Dr. Brian Brown, Faculty Advising Trainer

College Recorder: Norie Flowers

Campus Updates

Committee member Mark Mannheimer informed the group that the Annandale campus had not experienced any substantial problems to date. Committee member Molly Lynch stated that the Manassas campus had also not experienced any problems at this juncture.

- Transfer issues:

The student satisfaction survey showed lower satisfaction on transfer advising. A discussion ensured on whether there was general knowledge within the advisors on transfer issues and it was felt that advising specialists should have a general base of knowledge on transfer issues. Students appear to seek out transfer individuals first then their advisors.

Dr. Gabriel stated that students might be given old or outdated information as transfer requirements change periodically.

Requirements shift, for example at George Mason, and are discipline specific. A work group would be helpful to look into areas NOVA should be aware of on all transfer issues.

Committee members suggested partnering with counselors for training. The Woodbridge transfer counselor reaches out to the faculty. Transfer information is an important as students now want to be prepared for multiple institutions. The pre-MEC model might be a good place to begin. A suggestion was made to have a database that caters to the top transfer institutions.

SDV 100 could focus on teaching how to transfer to a four-year institution and then navigating the process.

Faculty trainer Brian Brown reiterated that faculty advising continues push the resources that are out there. Students need to feel empowered to use available resources.
State of the GPS

Dr. Bowman discussed the training day for the advising specialists and ideas about what should be included. One question was when students should be referred to the transfer advisor.

There will be a coordinators retreat at the end month. Ms. Thimblin will explain the Hobson system at the PUP conference and Kelly (name?) will do the advising piece. The FAMs are busy with training and the assignment process.

- **Definition of the GPS population:**

  The GPS population includes recent high school graduates, homeschooled students, GED graduates, high school graduates within the last 6 years, never attended college, below 24 years of age, and not Pathway students. The GPS students may or may not be program placed, and transient students will be excluded.

CRM Update

Committee member Alison Thimblin briefed the committee on developments to date:

- SAILS has been implemented for developmental education, with full implementation due in the Spring. The Faculty are currently able to see all the flags on a given student. Complaints include when a faculty flags a student an email comes from the faculty directly which they have an issue with.

- Hobsons is the tool used to plan an academic program and in the advising sheets testing phase. On-site training for Hobsons will take place at the end of January and should be ready to go live in January.

The role of student services and SAILS is faculty driven. When flags are raised, student advisors get an email digest of all the people on their caseload and they follow up with the students. Adjuncts don't see the flags raised by others.

Faculty Training Update

Dr. Brown briefed committee members about training at Annandale, Alexandria and Manassas that is proceeding well, with good turnout and webinars are also going well. The Advising center manual has been helpful. Concerns seem to be focused on workload and dealing with accountability. Attendance is required at some campuses and not at others. The future includes moving forward with boot camp.

Faculty are expressing concerns over workload as the numbers are changing, and they worry that they will be held accountable if students don't show up.
In preparing for the Spring handoff and the status of the check list, only a handful of students are actually ready. They get the check marks on the checklist but don't want to move on at some campuses. Office hours are an issue because advisors aren't always there.

Marketing of the handoff was addressed - how it will occur, when it will occur, and what the process will be. Faculty are encouraged to mention the process in their classes. Another suggestion offered was some sort of ritual handoff - a “rite of passage.” Embedding advising in the classroom was suggested and stressing date of the handoff.