Minutes
Academic Advising Council
Thursday, October 18, 2007

Chair: Greg Young, Vice Provost for Academic Affairs
Present: Melissa Hansen, Becky Roeder, Renee Hecox, Terry Kennedy, Jennifer Clark, Linda McDonald, Melody Zajdel, Judi Beckendorf, Pat Hanson, Chris Lamb, Pat Lane, Kylie Perlinski, Heidi Sherick, Kathy Weaver, Jody Ogata, Florence Garcia

1. **New Forms for Student-Athletes**
   Kylie Perlinski distributed a worksheet and an assessment form she had designed using ideas from a recent conference at which participants discussed ways of monitoring student-athlete academic progress. The Athletics Department is piloting the use of the new forms with the football and men’s basketball programs; Kylie is currently working with these students in preparation for spring semester registration. The worksheet will be used internally by Athletics to keep student-athletes on track and hold them accountable for their progress. Students will use the assessment form to indicate the courses they plan to take next semester and will discuss these choices with their advisor. For interested committee members, Kylie can provide a list of student-athletes and their majors, and Pat Lane has copies of handouts with recommendations to consider when advising student-athletes.

2. **Recent Advising Workshops**
   Judi Beckendorf reported on the Fall 07 Advising Workshop held on Tuesday, October 16. She distributed an evaluation summary, noting that the majority of comments were positive. There was some discussion regarding plans for spring semester workshops; the committee agreed that one workshop be offered for faculty only and a second workshop be open to campus-wide participation. Several members suggested the campus-wide workshop offer fewer topics and more time for discussion. Greg offered the idea of presenting faculty workshops college by college. Judi asked that suggestions for organizing such workshops be emailed to her; the topic will be discussed at the next meeting.

3. **Announcements or Business Items**
   a. **Centralized Advising Task Force**
      Greg Young reported on the activities of the Centralized Advising Task Force, organized at the request of the Provost to determine the need for centralized advising on campus. The Task Force ultimately decided centralized advising was unwarranted. A summary document is being prepared; copies will be distributed to the committee and then to the Provost.

   b. **Advising Information on Departmental Web Sites**
      Pat Lane noted that some students are having trouble locating advising links on departmental Web sites because the links are buried too deep within the sites. She requested that departments consider creating links to advising information on their home pages. Greg suggested the Advising Center post links to these sites on their home page as well. The departmental advising information can simply be answers to basic questions such as how to find an advisor, where to pick up a PDF, etc. The committee discussed student handbooks and if these could be connected to the advising links. Some members who
reported their departments did not have such handbooks were interested in seeing copies of those from other departments. Pat Hanson and Greg will bring copies of their departments’ handbooks to the next meeting.

c. **Academic Advising Update Newsletter**
   Pat Lane reported the Academic Advising Update Newsletter will be posted on the Advising Center’s Web site next Monday, October 22. The newsletter may also be accessed from the MSU Homepage via Current Affairs. Pat noted she will continue to accept information and post it to the newsletter after Monday.

d. **Transfer Equivalency Web Site Revisions**
   Becky Roeder reported on the revisions of the Transfer Equivalency Web site and distributed a handout with both current and revised formats. Significant changes include cleaning up the format, listing core course designations, and changing date designations. There was some discussion regarding the transfer of core courses bearing designations different from those assigned by MSU; currently students may choose which designation they prefer. Core courses must be worth at least two credits in order to transfer.

4. **Other**
   Heidi Sherick introduced two College of Engineering representatives in attendance, Terry Kennedy and Renee Hecox, one of whom will replace Rob Maher on the committee whose term has expired.

5. **Next Meeting:** Thursday, November 15 at 10:00 a.m. in 325 Leon Johnson Hall.

The meeting was adjourned.