

## **William Paterson University Faculty Senate Councils**

### **Year-End Report**

#### **Academic Year 2020-2021**

1. **Council**: Advisement and Registration
2. **Council Members**: Elizabeth Stroppel, Chair; John Bae; Elizabeth Brown; Tashia Burton; Francis Cai; Neil Grimes; Gihane Jeremie-Brink; Scott Scardena  
Administration: Carmen Ortiz
3. **Council Charges and Summary of Activities**:

#### **Standing Charges:**

1. Review undergraduate advisement and registration policies and procedures and recommend revisions and/or new policies as needed.
2. Identify problems and recommend means for improvement in undergraduate advisement and registration policies.
3. Work with administrators involved in areas of undergraduate Advisement and Registration to recommend ways to facilitate policy implementation.

#### **Priorities Charges for AY 2020-2021:**

1. Continue working on refining new Advisor tab, which includes online training and other resource links for Advisors.
2. Continue developing a visual presentation form of syllabus to address expectations and definition of the roles of advisor and advisee, along with other points. Incorporate into Advisor tab and new Student tab.
3. Consult with the union on the recommendation that colleges should mandate initial and ongoing training for their advisors.
4. Continue to collaborate with the Assessment Council to develop a plan for assessment of departmental advisement, beginning with student focus groups.

#### **2020-2021 Summary of Activities:**

- Council proceeded with work on refining Advisor tab, ascertaining remaining dead links and outdated info. Items such as a list of Registrar codes to ease confusion for Advisors and students was acquired but still needs to be added to the tab. Council discussed and pursued other items, such as 4-year plans and discrepancies between Banner and Degree Works.
- Council worked further on a syllabus to be digitalized. The semester ended with members starting to apply their info to a draft of one from Administrative member Carmen Ortiz. This was written from the Advisement Center perspective and shared with the Council to continue to flesh out their own.

- Council Chair Stroppel met with Assessment Co-Chairs Cara Berg and Joelle Tutela to further plan to assess Advising. During that meeting, it was determined that due to the major changes in Advising, i.e. KPIs, the new design and staffing of the Office of Institutional Effectiveness, perhaps the Assessment Council was not the most appropriate body to proceed with an assessment of Advising. The Council Chairs sent an email to VP Danielle Wallace advising her of this discussion, with a note that the Advisement and Registration Council would still work with these other entities if deemed appropriate.
- Council's spring meetings dealt a good deal with the Council's responding to the Administration's proposed changes to Advisement policies. Provost Powers and VP of Enrollment Management Reg Ross met with the Council in April and asked for recommendations on a few items. After receiving a shortened version of the proposed plan on May 6, the Council provided a few minor ones. A last meeting on May 20 yielded a couple more.

### **Recommended Charges for the Next Academic Year:**

1. Continue working on refining new Advisor tab, which includes online training and other resource links for Advisors.
2. Continue developing a visual presentation form of syllabus to address expectations and definitions of the roles of advisor and advisee, along with other points. Incorporate into Advisor tab and new Student tab.
3. Consult with the union on the recommendation that colleges should mandate initial and ongoing training for their advisors.

### **Suggestions for how the council can be better utilized in the next year:**

Unless the Standing Charges change, the most obvious suggestion is that the communication between the Administration and the Council needs to be present when it comes to proposed modifications to existing policies. Barring that, the Council should assume a more active role in how policies are implemented.

The Council has continued to work from the perspective of the Faculty Advisor. Perhaps that is its strength, refining practical ways to help Faculty Advisors continue to advise most beneficially. There should be an increased collaborative effort to understand how Faculty and Professional Advisors each contribute to a student's success, and how their roles overlap as well as differ to benefit students.

There is also the matter of training that still needs to be appropriately addressed.