

## **Charge & Membership**

### **Reports to Advising Implementation Leadership Team**

Wilsie Bishop, Senior Vice President for Academics and Interim Provost

Mike Hoff, Associate Vice President for Planning and Decision Support and Chief Planning Officer

Keith Johnson, Vice President for Equity and Inclusion

BJ King, Chief Financial Officer

Sam Mayhew, Assistant Vice President for Student Life and Enrollment

Joe Sherlin, Vice President for Student Life and Enrollment

### **Assumptions**

- The University will implement a Decentralized and Standardized advising model
- Leadership oversight for the model will be the responsibility of the Division of Student Life and Enrollment in partnership with academic colleges
- We have a committed group of professionals working in advising and all staff and positions are important and needed
- While responsibilities and titles/roles may change, all current advising leaders will be integral to our advising structure in the future
- We will pursue outcomes aggressively but will not sacrifice effectiveness in the process
- Achieving identified outcomes is an institutional priority to support a student-centered advising system that promotes student retention and success

### **Charge**

The Undergraduate Advising Implementation Task Force will review the work of the EAB Advising Diagnostic and develop a plan and timeline for operationalizing a Decentralized but Standardized advising model that best supports student success across the university. During the process, the Task Force will consult with key stakeholders, review best practices, and work aggressively to implement outcomes on a timeline that is actionable and phased as appropriate.

All recommendations of the Task Force will be presented to the Advising Leadership Team for review prior to final approval by the President.

### **Outcomes**

- Professional Advising in all colleges through 120 hours
- Faculty serving as mentors for students
- Written agreements with colleges that advisors are able to spend a significant majority of time engaging in activities that directly support student success
- Shared evaluation metrics for advisors related to student success
- Professional career track for advisors with commensurate responsibility, recognition and compensation
- Enhanced training opportunities with identified resources to provide additional support for professional development
- One information system for outreach, tracking and sharing information related to student success
- Increased consistency of roles, responsibilities, expectations and titles
- Executive Director of Student Success position to provide strategic campus leadership, oversight, collaboration, and accountability
- Expanded Student Help Desk in Student Center to support service, triage and referral

## Timeline

In consultation with the Implementation Leadership Team, the Task Force will identify a phased implementation schedule that meets key milestones in the academic year for advisement of current and incoming students. The work of the Task Force is to occur from December 2019-August 2020.

## Deliverables

To include:

- Move existing central organizational structure to SLE including websites, budgets, reporting
- Develop shared expectations and success metrics for advisors
- Develop shared expectations for faculty mentor role
- Develop professional career track for advisors with common job descriptions and nomenclature for each level
- Develop expectations and program for participation in common advisor training
- Identify common information system for tracking, outreach, and sharing information related to advising and success
- Develop a plan for utilization of one advising information system across the university
- Develop MOU's with Colleges and sign completed MOU's
- Develop ongoing communication and marketing plan for phased advising changes
- Develop Executive Director of Student Success position and recommend calendar for hiring position
- Identify physical space needs and develop recommended plan for addressing in Culp Center and Colleges
- Consider fiscal resource needs
- Develop model for University Help desk and open the Help Desk
- Develop and implement training for Faculty mentors and Peer Mentor Training
- Determine any additional actions needed to achieve specific outcomes

## Membership

Co-Chairs	
Associate Vice President for Student Life and Enrollment	Jeff Howard
Associate Dean, College of Nursing	Karen Hirst
Director of University Advisement	Teresa Williams
Dean, College of Pharmacy	Debbie Byrd
Department Chair and Assoc. Professor, Sociology and Anthropology	William Duncan
Chair and Professor, Rehabilitative Sciences	Jeff Snodgrass
Student and SGA President	Aamir Shaikh
Academic Advisor, College of Education	Joel Tramel
Academic Advisor, College of Public Health	Taylor Dula
Academic Advisor, University Advisement Center	Ian Steidle
Academic Advisor, Arts and Sciences, CASE	Elizabeth Davison
Director of Student Success, College of Business and Technology	Debbie Roach
Registrar	Tom Donohoe
Director of Multicultural Center and Access and Success Programs	Carshonda Harris
Director of Human Resources	Lori Erickson
Faculty, Dept of Sport, Exercise, Recreation and Kinesiology	Kason O'Neil
Information Technology Services	Rob Archer