

ANNUAL COMMITTEE REPORT
STANDING COMMITTEE OF THE COUNCIL OF RHODE ISLAND COLLEGE

(Requested by Jeff Blais, Chair, Council of Rhode Island College)

Committee Committee on Academic Advising
Prepared by Michelle Brophy-Baermann Date June 21, 2016

2016 Annual Report of the Committee on Academic Advising
Prepared by Michelle Brophy-Baermann, Chair

1. The members of the Committee on Academic Advising are: Wendy Becker (School of Social Work), Ellen Bigler (Feinstein School of Education and Human Development), Michelle Brophy-Baermann (Chair), Brittany Ferzoco (student), Tamecka Hardmon (Records), Karen Hetzel (School of Nursing), Randi Kim (Arts and Sciences), Brian Knoth (Arts and Sciences), Trece Mettauer (OASIS), Maria Muccio (Preparatory Enrollment Program), Lisa Owen (Feinstein School of Education and Human Development), Maureen Reddy (Arts and Sciences), and Holly Shadoian.

Marianne Raimondo was appointed to the committee (School of Management) but was unable to attend meetings. Because the committee wanted some gender representation, we sought a male member. Brian Knoth (Communication) joined. The student member, Brittany Ferzoco, was not appointed until spring semester and was not able to attend meetings. I invited Maria Muccio to attend given her interest in and experience with academic advising issues.

2. The Committee met on: October 2nd, 2015; November 6, 2015; December 4th, 2015; February 23rd, 2016; April 1st, 2016; and May 6th, 2016.

3. Review of Committee Activities with Discussion of Major Issues: We met seven times over the 2015-6 academic year. As in the past, it was impossible to find a time when every member could meet (See Appendix for minutes). However, we had a productive year. We were fortunate to have special guests Patti Duggan Kane (Career Services) and Keri Rossi-D'entremont (Disability Services) visit our meetings to discuss their offices and the resources available to advisees/issues concerning advisees. We discussed many issues but the most significant ones were about first year students and academic standing. These will be discussed below.

4. Decisions Approved and Actions Taken: (See Appendix for actual reports). In the spring, we formed two related subcommittees dealing with academic standing. The “F Troop” focused on the issue of students registering for classes prior to the release of grades (e.g., a student fails ENG 101 but is registered for ENG 102). They recommended that we should develop a system to catch students who withdraw from all classes, receive a grade of F or have a GPA below 2.00. Additionally, this subcommittee recommended that there should be a “warning” code based on GPA or withdrawn courses that would alert advisors to students who are struggling. RIC currently does not have anything between doing well and probation. The F Troop suggested that registration blocks be placed on students who failed courses that are prerequisites for other courses. The second subcommittee (no fun name) was supposed to develop a recommendation about Withdrawals. While members of this committee did research what our cohort schools’ policies on Ws are (they didn’t find much), they decided to shelve this issue and instead focus on how RIC should respond to those first-year students who end up with an F in a class, a GPA below 2.00, or who withdraw from all classes. This subcommittee recommended that such students be required to take a COLL 125 (or COLL 150, if we created a new course) over the early spring or a summer session, or during the spring semester. This course would help students with study skills and time management skills, and help students better acclimate to college while making connections with instructors and other students.

At our last meeting, it was determined that I should forward the proposals to CAPP (which I have yet to do). We also decided to try to a campus-wide discussion about Academic Standing in which we can get different perspectives on our withdrawal policy, what to do about midterm grades, whether 1.99 should be the GPA we use for all students to determine academic probation, etc. Holly Shadoian and I have begun work on this forum which is tentatively scheduled for Sept. 14th.

5. State Specific Recommendations of the Committee in the form of Resolutions to Council:

We did not develop resolutions but do have two recommendations. While it may not be prudent to have a standard, recurring meeting time for the Committee, we wonder if the Committee on Committees could notify anyone interested in the Committee of the agreed upon meeting time? It was very unfortunate that our SoM representative could not attend meetings.¹ I believe, since the Committee’s inception, the meeting time has been the first Friday morning of the month. Also, we continue to have a problem getting a student member in a timely fashion. I know it is Student Community Government’s responsibility to appoint student representatives to Council committees, but I did want to express my frustration with this process.

6. Specific Recommendations to New Committee: The New Committee should consider several items that continue to appear on our agenda including developing: 1) an advisor education program; 2) a peer advising program; 3) an advising syllabus template; 4) a way to assess advising and reward excellent advising. Additionally, the Committee should begin work on updating the Advising Manual, if possible, and start researching a better web design

¹ Marianne teaches Friday mornings in the fall, so she is looking for a replacement from the SoM.

for the Advising page. Finally, we hope to develop a sensible policy on Withdrawals and encourage Records to move away from the midterm grade system using letter grades to one that allows faculty to choose “satisfactory” or “unsatisfactory” to a number of questions (e.g., is student attending classes, is student turning in assignments, etc.). We believe this will make it easier for faculty to do midterm grades and will be more helpful to advisors.

- 7. Self-evaluation:** This was my third year as Chair of the Committee on Academic Advising. I believe I have become a more effective chair. As a group, we do spend a lot of time providing anecdotes and asking questions of each other, which I think is important. We do not always make it through the agenda, and there continue to be items that I would like us to tackle. But, what I discovered this past spring is that subcommittees are quite effective at getting work done, so we will use them in them next year to move forward with the items we’ve made little progress on. I love chairing this committee because everyone on it is passionate about advising students and improving advising on campus! We work very well together, and we did come up with two recommendations that we hope to bring before the campus community in the fall, and then before CAPP eventually (see Appendix after minutes).
- 8. Implications of Current State Fiscal and Personnel Agreements on the Actions of the Committee (program, personnel, curriculum, facilities, other):** We recognize that 91 faculty had more than 30 advisees in the spring. We know this needs changing.

Appendix

Committee on Academic Advising Minutes for Oct 2015

In attendance: M Brophy-Baermann, M Reddy, L Owen, T Hardmon, R Kim, W Becker, K Hetzel, T Mettauer

Approved minutes of September 2015

Announcements and Updates

1. Michelle:
 - a) Glitch in Exploring Majors as there was no statement telling them to go to OASIS for advising. Working to get a message out. Other systems to clean up including problems for intended majors in Education.
 - b) Meeting with Departments throughout campus to inform them about the advising process.
 - c) Editing peer advising proposal
 - d) Submitted budget including money for food, videos, pamphlets, conferences
2. Records: priority registration starts Oct 28 with Nov 2 for other students.
3. Oasis:
 - a) Do not send athletes to OASIS for advising.
 - b) Nursing students have a wide range of supports provided within OASIS; would be a good idea to partner more with Nursing. A position for intended majors and nursing students taking exams is necessary.
 - c) Trece is working on a faculty referral program to help students showing behavioral concerns. Goal to get them engaged with supports. Piloting a program, SAILS, which includes a navigator on campus modelled after L4L.

New Business

1. Kerri Rossi from Disabilities Services provided information to the committee. 800 students registered with disabilities—roughly 10% of population. Kerri provided demographic information regarding disabilities on campus and suggested advising should be early so they can benefit from priority registration. Disabilities Services offers a wide range of services to students with disabilities (who must be registered with them) including helping students negotiate a course load and assisting them secure necessary adaptations in classes.
2. Michelle passed out FAQ and asked people to review and give comment.
3. Randi suggested faculty need to know when advising emails go out to students. Could Records send out an email to faculty?
4. Student Census Survey included satisfaction related to Advising. This would be good info to have to help faculty advise more effectively and be more student-centered.
5. Suggestion to invite Tom Lavin to a future meeting

Next meeting: Nov 6, 9:30 am

**Committee on Academic Advising
Minutes
November 6, 2015**

Present: Holly Shadoian, Michelle Brophy-Baermann, Lisa Owen, Trece Mettauer, Ellen Bigler, Randi Kim, Wendy Becker, Brian Knoth

Excused: Maureen Reddy, Karen Hetzel, Tamecka Hardmon

New member: Brian Knoth introduced

Minutes approved.

Guest: Patti Duggan Kane from Career Development Center (pkane@ric.edu) in CL
Here to talk about the process of what she does with students. PPT distributed (see copy).
Distributed DESTINATIONS flyer

Some key points:

Talk about assessments: personality, values, interests, skills.

Can do workshops for classes in addition to one on one meetings.

Encourages them to interview with departments and participate in events.

What can academic departments do? Explain, connect with grads, encourage interviews with current students; encourage internships

Discussion: How to better track our students? Importance of Facebook, Linked In; Holly suggests every department have an alum link – quotes, pictures, etc. Banner over Whipple second floor has an impressive periodic table of Communications careers. Separated by all the Communications concentrations. Highly recommends we look at it.

Patti: TypeFocus can be done online. Register with an email address and use provided password. Good for career exploration. Holly says that one checkpoint for Exploring students is to do the online career development. Personality profile assessment: using MeyersBriggs personality assessment.

ONET online can be used to reveal interests. Discusses Party game. Six types, website directs you to certain compatible career options based on interests. Onetonline.org

Occupational Outlook Handbook has a lot of info on jobs. From Bureau of Labor Statistics. Wendy points out that her students don't have contacts to request interviews.

Trece: Building such things into various courses worked well at her previous college.

Holly: maybe in FYS do "TypeFocus" – link to it and then make apptmt to CDC.

LinkedIn is proving useful for finding people out there in the field when looking for alums. We also have a Young Alumni group.

Announcements and Updates:

- OASIS: Very busy with registration going on. Working on a big plan of where heading and what resources might need. Want to connect with a specific advisor if part of the Changing Majors group. Hope to hire additional staff person. Where they are going is still up in the air, but likely first floor of AL. Thinking about moving toward a Learning Commons model. Question of whether there is overlap with CDC presentation. Would like to move away from just about selecting classes. If have more of a relationship with student can get into more of career choices etc. Student workers are not advising students (unless grad students who assist). She sees potential around certain topics for peer advising.
- Records: from Tamecka's email. Trying to fix pre-requisite issues. Went to Academic Advisement Training (3 days, in PS). MIS will shortly have a group of consultants they can call on. Give student's name and ID number and specific course where blocked from current pre-req-required enrollment. Send to: Tamecka and copy Bin Yu so they can look at where it is happening. Tamecka: Hoping to begin using new Academic Advising Report as of Fall.
- Holly: There is now an online official transcript request! No charge. Records site. MIS says need to do more work though to do multiples; need to do separate ones currently. Cleaning up some of old forms that for instance require Social Security numbers. There is no enforcement in place for requirement of no more than 14 credits when on probation. Department meetings: Heard from 14 departments to come in and inform folks about what exists.
- Now available: Advising FAQs <https://www.ric.edu/advising/index.php>
First-Generation forums at FCTL held. Relatively good turnout.
- Presentation of 2014 Advising Survey results to Council, November 13.

Old Business:

- Peer Advising: Looking for departments willing to do this. No response to date. Trece suggested OASIS could pilot peer advising.
- Meeting day/times for this semester? Last meeting of semester: 9:30 to 11:00 Friday, December 4th in Forman 200.
- Online advising tutorials. Created scripts on how to use the log, doing videos. Hopes to be able to add attachment to the Contact Log. Drop down for Gen Ed categories would be useful. Suggestion from Brian: Add check off for emailing to student.
If you go through Campus Solutions (On Campus) you can print the log.

New Business: (moved to next time)

- Moving registration back?
- Future forums/workshops
- Other new business?

Trece: We need to have a conversation about our withdrawal policy; many issues.

Brian: Need to figure out how to encourage better advising from faculty who don't seem to be interested. General consensus among the group.

There is no requirement that we need to wait for open registration to enroll those who want more than 18 credits.

Next time will talk about other major issues not addressed (Withdrawal Policy, Moving registration period back, encouraging better faculty advising)

Meeting adjourned 11:00

**Rhode Island College
Committee on Academic Advising**

Minutes

12-4-15

Forman 200 9:30-11am

Members present: Michelle Brophy-Baermann, Karen Hetzel, Tamecka Hardmon, Randi Kim, Brian Knoth, Trece Mettauer, Maureen Reddy, Holly Shadoian

Excused: Wendy Becker, Ellen Bigler, Lisa Owen

Guest: Maria Muccio, Coordinator of PEP – introduced and will become a member of the committee

Recording Secretary: Karen Hetzel

Minutes of 10-2-15: Approved

Announcements and Updates:

NACADA/RI Drive-in Conference on 12/16/15 discussed - \$35 – informative and great networking. There will be a Keynote speaker and breakout sessions, runs from 8:30-3:30, fee can be waived if needed, see Michelle Brophy-Baermann

OASIS – Trece Mettauer met with the Deans of the Feinstein School to discuss the move of IM of their major being advised in their dept. Positive response from the Deans, will await the faculty response. It is felt that students would get consistency and it would be in their best interest to have their advisor be in their dept. It would likely be less costly, peer advising pilot may be good to utilize in this arena. OASIS will still be involved with academic development and be responsible for other programs' advising (PBA, JAA, Exploring Majors, etc) It also should improve retention and graduation rates. It is hoped to begin in Fall 16.

Records – Tameka Hardmon stated – Grades are due 12/28/15. The office will run the probation list on 1/7/16. May change the restriction to 14cr in the fall because students are already

registered for more than 14 and very few will decrease to 14. The office is working on an outreach system for students graduating with regard to issues with their audits for graduation.

PeopleSoft progress – Michelle Brophy-Baermann & MIS (Jimena Resto) are working on it – More adjustments are needed. On Scheduler, a button was added to make a schedule day by day. Working on uploading documents and a general advising worksheet. Need a message for students to email advisor if nothing is on Scheduler. A fake student was created for Michelle for the content log and to help with faculty questions. PS has been patched and a result has bugs and quirks.

Faculty Advising Page – Advising resources were added

Holly Shadoian reported the graduation rates are slowly bumping up. 2011 Freshman is at 20%, was 19% (4yr grad rate); 2010 Freshman is up 6% to 39.8% (5yr rate); 2009 Freshman is up from 42.6 to 44% (6yr rate). We are in the 2nd grad cohort of Universal Advising (2009-10). Exploring majors going to a CD type focus – time to do and get advisors for the various exploring majors in OASIS. Nine students who were at 45 cr are on hold (former undeclared). When grades are posted this fall, hold will be put on for those who haven't registered to force students to choose a major.

Report to Council on Academic Advising needs – Survey from Spring 14

? Revisit survey – institute more of what was found and done before surveying faculty again

? Survey students – Need a variety/cross-sectional group –commuters & residents; how would they like to get important info; maybe do focus groups of students – previously done with marketing students; ? Use a research methods course to get students to develop the survey; ? Use a clipboard outside the Don to get info; ? Need videos in student center to alert when enrollment time is coming.

Orientation will use technology to show all RIC Online content – has been done with transfer students this fall.

Discussion ensued about courses in the evenings or on weekends – offering courses that are required more regularly rather than every other year or similar especially if there are a lot of students in need of such courses to progress.

Discussion about Rhode Maps – are they for students really, should there be 4, 5, 6 year maps to meet our student population needs. It is a 1st step to get the 4yr Rhode Map. Checklist model works well, showing pre-reqs and maybe checkpoints

Old Business: deferred to next mtg

New Business:

New Advisor training: deferred

Assessing/Rewarding excellent advising – Michelle Brophy-Baermann is exploring what other schools do.

Advising Syllabus - viewed Boise State's model – uses degree tracker & student/faculty responsibilities

Meeting day/time for Spring 16 – Friday mornings; Next meeting 2/5/16 9:30am

Adjournment: 11am

**Rhode Island College
Committee on Academic Advising
Meeting Minutes
February 23, 2016
11:00 - 12:30 p.m.**

Members in Attendance: Wendy Becker, Ellen Bigler, Michelle Brophy-Baermann, Tamecka Hardmon, Karen Hetzel, Randi Kim, Brian Knoth, Trece Mettauwer, Maria Muccio, Maureen Reddy, Holly Shadoian

Excused: Lisa Owen & Brittany Ferzoco

Recording Secretary: Randi Kim

1. **CoAA December meeting minutes approved.**
2. **Announcements and Updates:**
 - a. OASIS (Trece):
 - Pilot for “Early Alert” – Only 9 referrals (First year students in their second semester) so far that showed poor performance overall; next semester, plan to add First-Year Seminar instructors (in addition to First-year Writing instructors) to reach out more students who can benefit from Early Alert.
 - Discussion about drafting policy recommendations regarding Early Alert notifications and course withdrawal restrictions – Two subcommittees were formed to work on these areas:
 - “Early Alert” – Wendy, Trece, Maureen & Holly
 - Withdrawal – Tameka, Karen & Maria
 - a. Records (Tamecka): Email was sent out about F'16 course schedule and advising holds. Tamecka did a nice job of explaining how to find advisors.
 - b. Preparatory Enrollment Program (Maria):
 - Early Alert was notified to PEP students and 40 students responded. Maria uses Excel spread sheet to record each PEP student's transcript, financial aid, etc., so that she has a clear idea of who is having difficulties. Discussion of working with MIS to create a query to see individual student data so that students needing help can be reached.
 - c. Chris Lambert (Learning for Life) and Michelle are discussing the possibility of having access to student transcripts to better assist students in need. Pros and cons were discussed.

- d. Advising contact logs – Discussed the importance of students having the need and right to their own advising logs.
- e. Advisors can now add attachments to the contact log and are able to print/email their contact logs (At this point, you can only access these functions if you go through Off or On Campus Solutions (on the right-hand side of the MyRIC page). If you go in through the left hand link, you'll get an error message if you try to attach a document (same thing goes with trying to print the log). You just click on the paperclip icon and can then browse for a file and attach it. You can add a note if you'd like, and attach as many documents (one after the other) as you'd like.
- f. Upcoming advising events:
- Mon (2/29) 12 to 1:30 pm. Faculty Center for Teaching & Learning, "What Advisors Need to Know: Advising Students with Disabilities, Students of Colors and Transfer Students." Panel Discussion with Kerri Rossi-D'entremont, Maria Muccio and Susan McAllister. Pizza and cookies!
 - Thurs (3/3) 12:00 to 1:30 pm. FCTL, "What Advisors Need to Know: Advising Veterans, First and Second Year Students and Student-Athletes. Pizza and cookies!
 - Wed (3/23, 2-3 p.m., with 30 minute discussion to follow) Board of Governors Conference Room) event is a webinar presented by Maria and Michelle titled, "Advising needs of first generation students: Taking a closer look." (Handout distributed). Snacks!

3. Old Business:

- a. Department visits – Michelle would like to visit all departments/schools to talk about advising and answer questions. This will be a short visit (10-15 minutes during a department meeting) and she's still waiting to hear from several depts. and schools. ("Dept. Visits 2015/16" handout was passed out listing the status of Michelle's visits to depts./schools)
- b. Peer advising progress – tabled
- c. New advisor training – tabled
- d. Advising syllabus - tabled
- e. Academic Advisement Statement – Discussion about providing a "mission statement" for RIC academic advising and whether revising it to "purpose & objective statements" may be more appropriate (Oregon State Univ. advising statement was distributed) – to be continued

4. New Business:

- a. Where to get information out about advising – FTCL?
- b. Michelle would like advising tips from faculty.
- c. Day/times for CoAA meetings (two meetings left for April and May) may be back to Friday mornings (9 or 9:30 a.m.).
- d. Holly mentioned a new program, "Policy Walk" that will take place on March 16th. It will give students the opportunity to learn more about various RIC policies.

Meeting adjourned at 12:15 p.m.

**Committee on Academic Advising
Meeting Minutes
April 1, 2016
9:30 – 11:00AM**

Members in Attendance: Michelle Brophy-Baermann, Karen Hetzel, Randi Kim, Maria Muccio, Trece Mettauer, Tamecka Hardmon

Excused absences: Lisa Owen, Ellen Bigler, Brian Knoth, Brittany Ferzoco, Wendy Becker

Announcements

OASIS – Trece announced that the Early Alert System was put into place and faculty are still sending referrals even though it is past the deadline.

- OASIS sends out deficient grade letter, which focuses on first year students. The deficient letters are based off of mid-term grades; however, midterm grades are often premature in many classes. Trece and her staff are questioning the process. There are a large number of students that receive the letter (approximately 3000 letters are sent) and some students are receiving multiple letters.
- Possibly change the midterm grading scheme from letter grades to S,U,W etc..
- Difficult for students to find their midterm grades on their Student Center

Records – Tamecka announced that her office is setting up for registration. Priority registration started last Wednesday for Combat Veterans and students with disabilities. Athletes follow on Thursday and Friday.

- Priority registration needs a policy and revisit different student groups that should have the privilege to register early (ex. Honors students)
- Looking to start using the up-to-date version of the Academic Advisement Reports for the fall with My Planner. Not sure if it will be piloted in specific majors or if we should implement with the incoming class.
- The old AA reports are hard to read and understand – consensus around campus

PEP – Maria announced a new class of 220 students but there is a 50 – 60% melt.

- Maria is working on a first-year timeline and will share when it is complete
- Attended the NACADA conference and shared information regarding the conference.

Old Business

- “F-Troop” met and shared their ideas both written and verbally with the group; found that the issue is that students register for classes prior to the release of grades; should develop a system to catch students who withdraw from all classes or receive a grade of 2.00 or below; should have a “warning” code based on GPA or withdrawn courses; we currently do not have anything between doing well and probation; place registration blocks on failed courses that are prerequisites of another course. (ex, Fails ENG 101 and registered for ENG 102)

- Addendum to F' grade policy: role of the chair /department to drop students from moving on
- What do you do if there are students who have not done well in the fall and continue to do poorly in the spring? Contact advisors? Advise the student to withdraw?
- Students who do poorly in the fall (fail all courses) are able to register for spring courses because we do not run academic standing for dismissals; students would be placed on probation. There is only the 14 credit minimum block for students on probation.
- There is no place for students to seek help
- F' policy does not help if there are no resources to help the student
- Checking to see how the policy can be submitted to CAPP for review/approval

Advisor Development Faculty Advisor Bootcamp (BlackBoard course)/videos

- Michelle only has access
- Videos and documents are uploaded to BB
- Allow advisors to have access if there are questions, will be available for training advisors

New Business

RIC/AFT Advisement Committee

- retention effort
- will open up new ways for advising
- Desiree Ciambone (Sociology Chair) and Jeanne Haser-LaFond (Interim Dean of Management)
- Have until June 15th to come up with a proposal to deal with advising load issues; meeting weekly
- reaching out to departments to get info; pros and cons of advising; looking at advising models
- come up with a recommendation to propose to “the decision makers” in mid-June
- leaning towards split/professional model
- Maria suggested to look into using a different word other than advising “professional advisors” or “success coaches”
- Contracts for faculty are not available during the summer; which are not convenient for students
- Academic Standing petitions require advisor signatures but there are not any advisors on campus/only department chairs
- Pushes the need for professional advisors on campus

Transcripts and UAD Releases

- students who wait until the first week of classes to register because students know that UAD holds are released on the first day of classes
- Advisors are complaining about students going around the system.
- Tamecka will look into changing the date that UAD holds are released

Withdrawal sub-committee needs to meet to talk about implementing a policy to lessen the number of withdrawals students are allowed.

Maria and Tamecka invited themselves to the F' Troop committee; a decision was made to combine both the withdrawal and 'F' policy as one big subcommittee; resources for the students need to be considered.

**Committee on Academic Advising
Meeting Minutes
May 6, 2016
9:30 – 11:00AM
Forman 200**

Members in Attendance: Ellen Bigler, Michelle Brophy-Baermann, Tamecka Hardmon, Karen Hetzel, Randi Kim, Brian Knoth, Trece Mettauer, Maria Muccio, Maureen Reddy, Holly Shadoian

Excused absences: Wendy Becker, Brittany Ferzoco, Lisa Owen

Recording Secretary: Brian Knoth

Approval of Minutes:

April 1, 2016 – Approved ✓

Announcements and Updates:

OASIS - Orientation ramping up...some changes being implemented to help with advising...transfer orientations will have more summer Dept. Chair involvement with regard to advising. Faculty members are being encouraged to help out. Stipends offered.

Questions:

- Does there need to be more incentive for faculty members to participate in orientation advising?
- Can summer chairs be required to participate?
- Is allowing students to start classes past the beginning of the semester a good practice?
- How does that affect retention for those students?

Proposal: Proposal suggested to collect data along those lines...What are peer institutions doing in that area?

Records - Getting ready for grades/graduation...

Point raised – seems like a very short turnaround between last final date to grade submission...??
Should this be revisited?

Preparatory Enrollment Program (PEP)

PEP's incoming class is 140 students. PEP staff will meet one on one with each student before classes start in the fall!

Old Business:

F-Troop update

Work to be done to move forward with proposal. Can proposal be on agenda for 1st council meeting?

Early Alert Troop update

- Plan for students on early alert...take course for grade like Coll 125? Coll 150?
 - Help them get better prepared...
- 456 students on academic probation in Jan 2016
- Should 2.0 be line for good academic standing?
- Should there be implications for student govt/org positions in relation to academic standing...
- *Action required: time to move on changing student org/govt policies...re-define good standing...then apply that to participation in student govt/orgs*
- Should we recommend a RIC conversation about "good standing", and associated rules, supports, privileges?
- Maybe we should look closely at certain groups (gpa ranges, etc) and ways to intervene?
 - Need to look at mental health side as well...
- First years referred to Student Assistance and Intervention for Learning Success (SAILS)
 - Could get referral to Coll 150 based on some gpa range/cut off??

Tech Subcommittee??

Revisit PeopleSoft issues at some point to help with advising, logging, advising email correspondence...??

Other Old Business:

- Need better advising web page
 - W policies at peer institutions...not very different from RIC
 - 10-14 weeks after start of semester
 - Some Ws need approval from advisors and instructors...
- We need to update W policy

New Business:

- Holly - will have more policy walk results in Fall
 - Good comments about confusion re: current RIC policies
- Michelle - advisor loads...91 have 30 or more...some Depts with over 30 on avg. - will get better data soon...on actually active students

Subcommittee Recommendations:

March 1, 2016

“F” Troop of COAA (W. Becker, P. Mettaufer, M. Reddy, H. Shadoian)

Our definition of the problem: Grades come out after students have registered for the following term; therefore, a student who gets an F in a course may be in the wrong courses for the following term. This is especially an issue for students already on or heading toward academic probation.

Our recommendations:

1. That RIC create a new category—perhaps called an “early warning” category so that both affected students and their advisors are informed before the student is put on probation. This warning would be issued in any semester in which a student’s grades dropped below 2.0 for the semester OR in which s/he receives an F in a course. [model this on the UNH system]
2. That RIC create a “post registration” block and notification system, whereby a student who receives an F has a special symbol put on his/her MyRIC page and receives an email asking that s/he look at MyRIC. The symbol should be a link that gives students information about next steps. Advisors should be alerted at the same time. Since grades come out when faculty members may not be on campus (winter break and summer), we recommend that this info also go to dept chairs and chairs be asked to follow up with the students.

Other issues:

--Too much clutter on MyRIC.

--Possibility of figuring out midterm grade predictors of F and flagging those students early?

--Giving students info on other supports on campus (not just advisor) when they get the early warning.

What to Do with First Year Students on Academic Probation.

(Tamecka Hardmon, Trece Mettaufer, Maria Muccio, Michelle Brophy-Baermann)

Recommendation for Required COLL 125 Course for First-Year Students on Academic Probation or Who Have an F in a Course at the End of Their First Semester.

The Committee on Academic Advising is very concerned about students who are put on academic probation or receive an F their first semester. Each semester, about 3,000 students receive “deficient grade letters” and in the spring of 2016, 456 were placed on

academic probation.² It is hard to know how many advisors will reach out to these students and how many students will respond even if this happens.

In order to serve these students (who may end up slipping through the cracks, struggling in the following semester, or dropping out completely), we propose that students with an F and/or a GPA of 1.99 or below be required to take a course that will focus on study skills, time management, academic expectations and more. Currently COLL 125 serves PEP students as well as some other students; we believe it is a natural fit for first-year students facing academic challenges. In addition to helping better prepare these students for college, we believe it will also lead to connections with faculty and fellow students. To serve as a pilot, we would like to see extra sessions opened in the spring of 2017 to accommodate these students. It might also be possible that the course could be taught over the early spring term or in the summer.

² We do yet know what percentage of these students are first-year students.