

**Council on Academic Advising(CAA)**

**Agenda**

**3/03/2008**

**10-11:30 pm, 350 Bascom Hall**

|                       |   |
|-----------------------|---|
| <b>Note Taker:</b>    | Annette McDaniel  |
| <b>In Attendance:</b> | J. Edward Connery, Beth Dawson, Jeff Hamm, Jeff Hird, Sheila Jensen, Christina Klawitter, Julie Lindsey, Annette McDaniel, Jo Meier, Mary Mercier, Molly McGlone, Michele Mickelson, Sharon Nellis, Martin Rouse, Mary Schey, Melanie Amy Zwaska, Greg Smith, Mary Smith, Jim Steele, Julie Stubbs, Doug Tiedt, Tim Walsh, Stacy Walz |

| <b>AGENDA ITEM</b>   | <b>WHO</b>                                 |
|--|--|
| 1. Introduction of New Committee Members                   | All  |
| 2. Approval of February Minutes                            | All  |
| 3. Additions to the Agenda                                 | All  |
| 4. Announcements   | All  |
| 5. Reports from Other Campus Committees—MACAA<br>---TAWG   | Jane Schimmel<br>Mary Schey                |
| 6. Undergraduate Catalog                                   | Al Friedman                                |
| 7. Class Search – <b>RESCHEDULED FOR APRIL MEETING</b>     | Joanne Berg<br>Karen Hansen<br>Cheryl Wise |
| 8. Advising Review -- <b>RESCHEDULED FOR APRIL MEETING</b> | Wren Singer<br>Tim Walsh                   |

**DECISIONS AND NOTES**

Welcome: Mary Smith, Institute for Cross-College Biology Education; Julie Lindsey, International Academic Programs; Sheila Jensen, L&S/Human Ecology Career Services

**Announcements:**

- May 15 deadline for submitting summer equivalency requests to the Office of Admissions
- Another transfer counselor position open in the Office of Admissions
- UW-Madison Connections Program is expanding to College of Menominee Nation and UW-Green Bay in Fall 2008. Additional 4-year campuses are likely in Fall 2009

**TAWG (Transfer Advising Work Group) Update**

- Have met 3 times this academic year, one more meeting this spring
- Developed a proposal for Schools/Colleges to create transfer student web pages. Approved by Council of Associate Deans. Mary Schey and Liane Kosaki are willing to speak to units about creating web content for transfers.
- The Office of Admissions is willing to provide training to advisors re: multiple pathways to transfer to UW-Madison
- Final TAWG report will be submitted to CAA in May.

**MACAA Update**

- Jane distributed list of spring programming

**LEAP Update**

- As follow-up to Nancy Westphal-Johnson's conversation with CAA last fall, a subcommittee met to discuss disconnect between faculty and advisor knowledge of undergraduate courses and learning outcomes
- Outcome: CAA will sponsor several panels of faculty, starting with faculty who teach science courses for non-science majors. Possibly in conjunction with SOAR advisor training this spring. Panel would focus on expectations for learning outcomes. It was suggested that we also get TA input on future panels.

Undergraduate Catalog

- Al Friedman joined us to announce that the Undergraduate Catalog will no longer be printed. The Catalog will continue to be available on the web and the web interface will be enhanced with the purchase of a new web content management system. This trend is consistent with other institutions.
- Concerns expressed by CAA members: hard copies important for transfer credit evaluation and campus outreach, catalog serves as a "contract" with students, the campus needs to continue to embrace a 2-year cycle for curriculum/policy changes, use of hard copies by returning adult students, change in dynamics of advising appointment when shift from paper to web.
- Resources currently used to publish the catalog could be redirected in other ways: enhancing web catalog, interface with course guide, academic planning information for incoming freshmen and transfers, specialized publications
- What will be the role of CAA in creation of new academic planning resources?

|  | <b>Person Responsible</b>      | <b>Deadline/Task</b> |
|--|--------------------------------|----------------------|
| Annette McDaniel will serve as UW-Madison representative on UW-System Advising Group           | Julie will inform Aaron Brower | April 2008           |
| CAA sponsored panel of faculty who teach science courses for non-science majors this spring.   | Greg Smith & Wren Singer       | June 2008            |
|  |                                |                      |
| <b>NEXT MEETING:</b> April 7, 2008<br>10-11:30 am, 350 Bascom<br>Note taker: Melanie Schneider |                                |                      |