

MAAN Steering Committee Notes May 27, 2016

Elections for Co-Chair:

Sara Montiel, Advising & Retention Coordinator, College of Education and Human Development, was elected as the new MAAN Co-Chair!

SSC Campus test phase:

Jason provided an overview of the summer phases of SSC campus implementation. The workflow team is currently collecting advising details (reasons for appointments, advising locations/services, and notes reasons). Initial details due 6/10 so that beta testing can begin and run for two weeks until 6/24. There will be a MAAN LOL meeting in July where units participating in pilot phase will share their experience with the larger Mason advising community. Advising & Retention Coordinator. **Pilot participants – NCC/SIS (scheduling and advising), FAVS (scheduling and advising, SOA (advising only), CAART (scheduling and advising), INTOMason (advising, maybe tutoring?).** Jason clarified that features of system can be turned on or off depending on departmental preference. Instructed steering committee to contact him or Jeannie Brown Leonard if there are any questions or concerns about implementation. Additional requests for participating in pilot should be sent directly to Jason to share/discuss with Workflow team.

Continued Conversation for NOVA & Mason Advisors:

10 Mason and 10 NVCC advisors. Grass roots level conversation so only a small group included in initial invitation. Steering committee members who may like to get involved (now or going forward) should contact Julia Brown at NVCC. The goal of this group is to start the conversation.

HR Recognized Advising Award:

Criteria for student nominated and peer nominated award will differ. Began process of deciding criteria for new award by reviewing student nominated criteria and procedure. Reason for award should be explicit in name "Spirit of Advising Excellence Award." An additional summary will provide for clear purpose of award. Criteria will stay in line with NACADA award practices. Discussion about criteria led to too many bullet points so the subcommittee consolidated where appropriate. Some changes included: changing language about frequency of advising to meaningful contact with advisees; instead of recognizing 'advising skills' specifically we will recognize those who 'support advising colleagues by being dependable and available to advising community (not just students); and, openly communicates in support of MAAN mission and vision.

Open to all Mason employees (full-time, part-time, classified, faculty, admin faculty) but will not include graduate student advisors or peer advisors.

Award will be displayed in winner's office (visible to students).

Selection committee will be composed of Terri B (CAART), MAAN chair, and a previous winner. Previous winners will be ineligible for 5 years after winning award.

MAAN has committed to paying for a plaque this November but must get funding secured for FY 18 and beyond before committing further. We will build into MAAN budget model going forward.

Peer nominated award will be included in November 3, 2016 HR Ceremony. HR will begin promotion in August to solicit nominations. We will help disseminate. We will announce peer awardee at Spring student-nominated advisor luncheon

External Committee Reports:

- Orientation Stakeholders – Next meeting June 7th
- APAC – 1st Tuesday of Even Numbered Month (monthly subcommittee meetings)
 - Sub meeting next Tuesday to discuss Mason Core sub/waiver policy changes to standardize process across campus.
- Council for Undergraduate Education – Julia and Sherry from NVCC attended to discuss their plan for guided pathways with program-specific recommendations for transferring to Mason. NVCC not VCCS specific. Revealed that only 10% of NVCC students complete AA/AS degree. PE req being removed from AA/AS degree.
- Undergraduate Council – August 8st meeting to ratify new courses
- Academic Action – admission cycle data/details for summer

Internal Committee Reports:

- LOL – Summer NACADA webinar series. Fall shifting more towards workshops/skills-development. Assad volunteered to lead a “Math for Advising” session focusing on GPA calc, clemency, and other advising resources that will help advisors assist students during selective withdrawal period.
- MAC – curriculum review underway. Fall dates set by August 1st. Offering 1 run though curriculum in Fall semester. Select group of NVCC advisors will be invited to participate. The marketing sub committee will try tagetting specific units each semester for promotion. Fall will be admission staff and faculty advisors. We will cater message based on which sessions (rather than whole program) might benefit them specifically. We will acquire testimonials from faculty to assist with promotion. We will work with HR to get MAC incorporated into new faculty orientation. Clarify that MAC is learning experience but does not ‘make’ you an advisor. This should be stated on passbook and repeated by instructors in each session.
- AMP – 1st cohort done! Compiling feedback. June 3rd will begin next application cycle. Jon and Stephanie are preparing for NACADA regional drive-in session on June 6 to shared lessons learned from year one.
- GRAS – Stephanie Zehr returning from leave. Sara Montiel will join committee.
- BUDGET – Committee chairs please provide Wayne with your end of year budget requests.
- RAW – will meet in late summary to plan Fall program.

Announcements:

- NEW Scar concentrations. One concentration only.
- IST – 2 new advisors joining the staff. Cheryl is moving to Sci-Tech campus.

