**University College Exploratory Team Meeting**

*Wednesday, November 11, 2015*

*BPSC 3.201, 3:15 pm*

*Notes*

**In attendance:** Adam Peck, Dana Cooper, Deborah Pace, Debra Kiesel, Janet Tareilo,

John Moore, Keith Hubbard, Kenneth Collier, M. E. McWilliams,

Mark Barringer, Matthew McBroom, Michael Martin, Scott Shattuck, Timothy Clipson, Todd Brown and Joy Hammonds (note taker).

1. Welcome
2. Approval of minutes
	1. Please tell or email Joy Hammonds any corrections to the notes from last week by noon on tomorrow, November 12th.
3. Discussion of Conversation with Dr. Conchita Hickey
	1. We have a lot of the elements here but it is the connections we are lacking.
	2. Customer Service has been discussed in previous meetings, and it is still one of the issues that needs to be addressed here at SFA.
	3. Academic Advising:
		1. The model Dr. Hickey spoke of is worth discussing.
			1. Advising for first year, changing majors, undeclared, first 3 semesters
		2. Many want academic advising of declared majors to remain in the academic colleges.
		3. The group held a lengthy discussion on pros and cons of centralized advising, specifically non-faculty advising.
		4. Areas of risk were identified.
			1. Changing majors can be confusing and unclear because a uniform process does not exist.
			2. Requirements to graduate are not always clear.
		5. Faculty mentors where discussed as a component for centralized advising.
	4. The one component missing from the 2012 report is freshman, undeclared and major change advising.
	5. It is going to be hard to make a case of a problem without data. We need program assessment data and research on student satisfaction with advising and the first year experience.
4. Refine Focus Group Questions
	1. See attached.
5. Meeting location update
	1. Wednesday, November 18, 2015 – Student Center Room 2.306
		1. This is the only meeting location that is different from the Wyatt Room in the library.

Potential Questions for Focus Groups

1. What has been the best part of your experience at SFA so far?

2. What has been the most challenging?

3. Tell us about your academic advising experience.

4. Did you take SFA 101? Tell us about your experience in SFA 101.

5. Have you used the Academic Assistant Resource Center (AARC)? Tell us about your experiences with the AARC.