

# Transfer Advising Committee Meeting

Tuesday, September 3<sup>rd</sup>, 3:00-4:30

## Members Present

Ross Hawkins (SDPA), Jay Howard (COAL), Campbell Keele (COB), Hillary Mayes (CHHS), Juli Panza (COE) Jaime Ross (Outreach)

## Members Absent

Jim Bellis (COA), Brian High (CNAS), Mandi Muse (CHPA),

## Visitors

Luke Thomas (SDPA)

## Introductions

With so many new members joining the committee there was a good amount of time spent on introductions and getting to know everyone. Everyone said what college they were representing and why they work with transfer students. Ross also briefed everyone about the committee and its purpose. The sole focus of the committee is to improve transfer advising on campus. In the past, some ways to achieve this have been through training, workshops, advising forums, etc.

## Upcoming Events

- Transfer Advising Workshop
  - October 4<sup>th</sup>
  - 9 AM – 12 PM
  - Pummill Hall 202
  - 3 hour course that can count towards Master Advising hours
    - Lots of focus on CORE 42 again this year
    - The event will be livestreamed

## Communication Strategies

Ross – He will send out an email with notes to the committee and it is up to each member in regards to what they do with that information.

Mandi – Sending out notes from meetings works very well. Many times, she will forward the notes to the Dean who can then send it out to Department heads individually or include it with other information that may be widely disseminated through the college.

Juli – Communication is main reason for being on the committee. She has a lot of contact with both the dean and her advisors. She meets weekly with all advisors to discuss what has been

learned at committee meetings and communicates what are the main takeaways for her department to use.

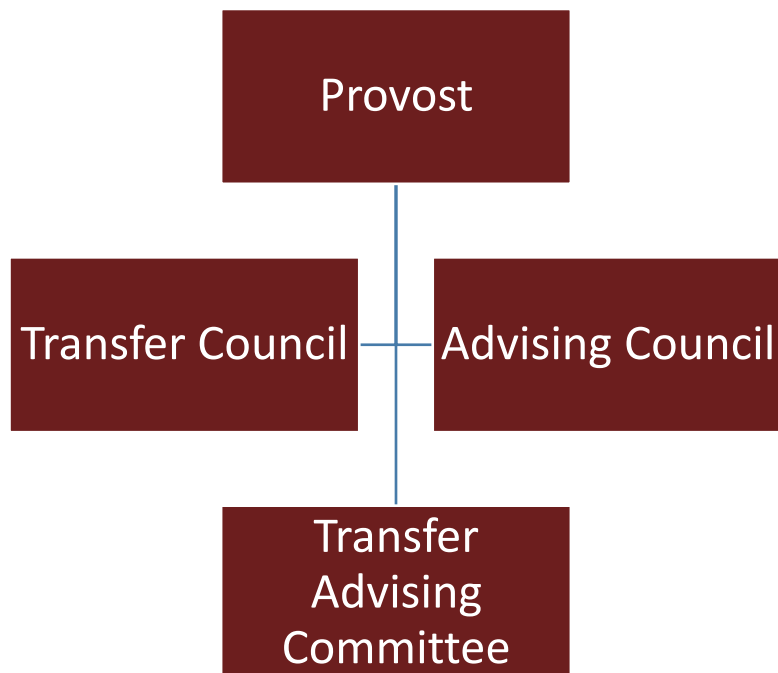
Campbell – She has bi-monthly meetings with her advisors to discuss committee meetings and how to best implement what is needed.

Jamie – Meetings almost daily about committee meetings. Her department is very in the know on what is going on. She wants to archive minutes from the meetings and would like to get them on our website under the tab “For Transfer Advisors”. Ross mentioned reaching out to Jim Welch to accomplish this.

Hillary – Communication has been changing a lot recently because of a change in Dean. There are weekly advising meetings where they brief each other on committee meetings. Also, there is an advisement center, but the goal is in the future to have all of the departments come through it, and potentially have a centralized location.

Jay – Mentioned wanting to make a recipient list for all of the transfer advisors in his college. He still needs time to do some research on how each of the departments differ and determine what the Dean and Department Heads would like to see happen.

### Organizational Model



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### Goals for Academic Year

- Retention and Recruitment is biggest university concern
  - Down 8% on Transfer Students
  - Community College Enrollment Down
  
- Community College Advisor Workshop
  - Would like it to be the morning of the NACADA regional conference from 10-3 on February 27<sup>th</sup>.
  - Free event for community college advisors.
  - The workshop would consist of different forums that they could attend.
  - Big push on promoting Missouri State – free stuff helps.
  - While a large focus should be on Missouri State, the main goal should be for all of the advisors who attend to walk away having learned something to make themselves a better transfer advisor.
  
- Best Practices Workshop
  - Emphasis on CORE 42 and knowing the ins and outs of it.
    - Many advisors do not know about utilizing the ZZ function within the What-If degree audits, or that there is an ability to switch students to our Gen Ed program if it is beneficial to them. Overall, advisors need to pay attention to what is best for the student.
    - It is recognized that the proactive advisors will be here, but there needs to be a big push on getting the advisors who really need to be there to attend.
  
- Timeline for Transfer Students
  - Campbell mentioned making a guide for transfer students on when to apply to the university, for scholarships, etc. We asked that when she finishes that to bring it to the next meeting for us to discuss.
  - There needs to be an even greater push on transfer students registering for classes earlier. Reducing the amount of students registering in August is the goal and if all transfer advisors are collectively proactive in reaching out more, and providing a timeline, this can be accomplished.