

## UNIVERSITY PLANNING AND POLICY COUNCIL

**April 18, 2005**  
**Meeting Minutes**

**Present:** J. Bartow, R Baum, R. Geer, J. Hanifan, F. Hauser, F. Henderson, G. Kamberelis, S.B. Kim, J. Langer, C. MacDonald, D. McCaffrey, J. Mumpower, K. Murray, G. Paul, B. Spanier, S. Stern, J. Wick-Pelletier, E. Wulfert

**Guests:** S. Chaiken, UAC Representative  
R. Gibson, Registrar  
S. Mahan, Associate Vice President for Enrollment Management  
S. Phillips, Director of Academic Advisement

**Minutes:** The minutes of April 4, 2005 were approved.

### **Discussion on Advisement:**

Vice President for Enrollment Sheila Mahan explained that the Advisement Task Force was created last spring when members of the Advisement Services Center brought a proposal to UAC permitting incoming freshmen to register for classes before they came to orientation. The Advisement Services Center representatives wanted to solve a time issues with orientation; time issues also including course availability and technology concerns. It was discovered that there are a number of advisement practices in place across the campus, but no real governance policy existed. Thus, a Task Force was created. The goal of the Task Force was to codify current practice as best it could in the policy, assign responsibility, address a continuum notion, and make a policy statement. The Task Force submitted a draft policy with recommendations to the UAC in December. Course availability is a large issue, although that problem is outside of advisement, and the Task Force cannot deal with that.

Professor Chaiken reported that the Task Force continues to be constituted. One addition to the policy is a clause intended to keep the Task Force continually constituted in some fashion in playing that role in the University. Early on, it became apparent that among faculty there is a widespread lack of understanding of advisement along with the lack of a written policy. UAC brought this bill to Senate on April 11<sup>th</sup>. Professor Chaiken further explained that as Executive Committee members expected, the bill was immediately referred to UPC at Senate.

Professor McCaffrey explained that because preamble refers to need for additional resources, the Senate asked for UPC to review it. UPC will go on record as expressing the view that the proposed legislation is consistent with the mission and priorities of university. This lead to discussion on the issue that UPC cannot make a recommendation since the Task Force report does not indicate specific resource implications, or specific advisement models. The document does not speak to specifics on what should be done. UPC cannot respond to resources because there is nothing specific.

Interim Dean Mumpower suggested that the Senate should change the way business is done, to have discussion when resource requirements are specific, to a specific proposal. That way, by the time it gets to the Senate, it is worked out.

The Council then engaged in vigorous discussion on current advisement practices. Professor Chaiken noted that it is the intention of the university that faculty is responsible for advisement in every department.

Professor MacDonald clarified that discussion on resources should be had before UPC votes. Interim Provost Mumpower agreed that UAC could make a preliminary proposal or present several options that can be discussed by administration. Administration will, in turn, have a better idea of resource implications, and then bring the matter back to UPC. Vice President for Enrollment Sheila Mahan noted that it will be *business as usual* if this is not acted on in Senate before the end of the year.

After a very lengthy discussion, Professor McCaffrey asked that UAC further discuss this and bring it back to UPC on May 2<sup>nd</sup>.

The Council then made several suggestions including that advisement be done consistently across the campus, and that the document distinguishes between technical advisement and mentoring. Professor Wulfert suggested that if the campus had an office of trained people that did technical advisement, they could be trained and specializes in every major available at the University. Mentoring could be done within the departments. They are two separate types of advisement. Professor Chaiken noted that the Task Force could not develop any concrete policy on mentoring, it was determined that in some departments, accurate mentoring could only be done from within the department.

Professor Hanifan suggested that task force reconsider and come to a consensus of a university-wide policy; she noted that the university needs to have a uniform program for departments and faculty to use so that students have more choice.

Professor McCaffrey commended the members of the Task Force, as they have spent a year working looking at these issues. He asked if it would be useful to ask them to come to the May 2<sup>nd</sup> meeting, but Professor Chaiken did not think that was necessary. Vice President of Enrollment Mahan noted that there are a fundamental set of concerns, and she cannot imagine how the concerns can be addressed in two weeks.

A motion was made that UPC table the document at this time and ask that it comes back with a specific proposal for advisement, including specific costs, so the Council members will know what they are voting on.

Professor Chaiken excused himself from the room for the vote.

Discussion on the motion: Professor McCaffrey suggested that UAC can reflect on comments made at this meeting for a week, and asked Council members how far in the future UPC will table a recommendation. Dean Wick-Pelletier noted that the policy says advisement is mandatory every semester and she has reservations about that. Professor Wulfert noted that there have been so many issues discussed, a week may not make a difference and she suggested UPC provide specific feedback as to what should happen with the policy. UAC can work on it over the summer and it should be ready to go in the fall.

VOTE: All in favor, the motion passed, and the matter is tabled.

**Proposed New School of Business Building and the Genomics Center Discussion:** Professor McCaffrey asked Council members to send any specific questions to Dean Leonard about the School of Business and Interim Vice President Videka for the Genomics Center before next week's meeting.

**Fall 2005 Academic Calendar and DRAFT 2006/07 Academic Calendar:**

Registrar Robert Gibson introduced both calendars. There were questions on the religious holidays being listed on the 2006/07 calendar. Professor MacDonald clarified that the bill recently passed by the Senate, to leave the religious holidays at the status-quo, meant up to the 2006/07 academic year. Registrar Gibson explained that it is good practice to have the calendar established in advance for course scheduling.

A motion was made to approve the calendars, the motion passed unanimously.

Respectfully submitted,  
Jayne VanDenburgh