

## 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 providing incoming freshmen AVNs prior to coming to orientation so that they could familiarize themselves with the automated registration system prior to their advisement appointments. The Advisement Services Center wanted to move to a situation in which students would not have to learn the basic mechanics of the information systems on campus at the orientation so that more time could be spent on substantive advisement. In the course of discussing that proposal, which was postponed, it was discovered that there was a need for the establishment of an overall policy toward advisement on campus that could affirm the importance of certain practices but that also could accommodate the variety of procedures for advisement. Thus, a Task Force on Advisement was created to craft such a policy. The Task Force submitted a draft policy with recommendations to the UAC in December. The Task Force did not address the issue of course availability which, while related to advisement, is an issue that largely stands apart from it.

Professor Chaiken reported that the Task Force continues to be constituted. One addition to the policy is a provision intended to keep the Task Force continually constituted in some fashion to assess ongoing issues in advisement. 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 because of a reference in the bill's preamble to the resource implications of the policy.

Professor McCaffrey explained that because the preamble refers to need for additional resources, the Senate asked for UPC to review it. UPC's responsibility is to assess whether any proposed allocation of resources implied by the policy would be consistent with the mission and priorities of university. This led to discussion on the issue in which some members expressed the view

that UPC cannot make a recommendation since the Task Force report does not quantify resource implications.

Interim Dean Mumpower suggested that the Senate should have an understanding of the specific resource implications of a proposal before it passes legislation.

The Council then engaged in vigorous discussion on current advisement practices. 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.

Members of the Council then made several suggestions including—among others—that advisement be done consistently across the campus, that the policy for mandatory advisement each semester be changed in favor of a policy of advisement once each academic year, that the Advisory Council established by the legislation be housed in governance rather than in the Advisement Services Center, and that the document distinguish between technical advisement and mentoring.

After a very lengthy discussion, Professor McCaffrey asked that UAC discuss the policy further in light of the UPC's comments and bring it back to UPC on May 2. Professor Chaiken did not believe that the UAC would alter the basic approach of the legislation in such a short time given that it already reflected such a long period of review and debate of the relevant issues. Vice President of Enrollment Mahan noted that the UPC discussion raised a fundamental set of concerns, and she could not 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 and bring it back to UPC, 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 or even longer this semester 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 further discussion of the legislation is postponed pending receipt of more specific information on the resource implication of the policy.

**Proposed New School of Business Building and the Genomics Center Discussion:** Professor McCaffrey asked Council members to send any specific questions to him for forwarding to Dean Leonard regarding the School of Business and Interim Vice President Videka regarding 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