

SENATE CAREER AND ACADEMIC ADVISING COMMITTEE
ANNUAL REPORT
1984-85

CURRENT MEMBERS:

Faculty Representatives

Alice Horning
Chris Pillow
Roberta Schwartz
Floyd Willoughby

AP Representatives

Elaine Chapman-Moore
(ex-officio and chair)
Johnetta Brazzell (ex-officio)
Beth Millwood
Carole Terry

Student Representatives

Tim Allard
Liz Easterly
John Farr
Randy Straughen

FORMER MEMBERS:

Carl Westoff (AP)--replaced by Beth Millwood
Lucinda Hart-Gonzalez (Faculty)--no replacement

Over the 1984-85 academic year, The Senate Career and Academic Advising Committee underwent a transformation of its goals and its responsibilities. This came as a direct result of hard work and many meeting hours of its members. A continuing challenge will be to project this image to the many faculty, staff, and students with whom it interacts and which it serves. The reshaping of this Committee, as begun in the 1984-85 year, must depend upon future members to change and solidify it further.

Throughout the year, the Committee worked on a transformation of its goals, reviewed and clarified several information items affecting advising, and undertook committee actions as appropriate. Many agenda items covered by the Committee resulted from recommendations forwarded by the Commission on University Excellence.

A. Transformation of Goals

1. Revision of Goals and Objectives. The Committee rewrote its goals and objectives as contained in Appendix A. The recommendations are that a Chair Elect be selected each year to prepare for the position of chair the following year, to be appointed no later than December; also that an "archivist" be designated each year to maintain complete and accurate records of all meetings and committee activities and to provide such to the new chairperson. The revised goals and objectives place this Committee in a much stronger monitoring role of advising than in previous years.
2. Longitudinal Advising Survey. The Subcommittee on the Advising Survey, chaired by Ms. Alice Horning, met to develop a questionnaire and procedures for its annual administration. That Subcommittee discovered a standardized advising survey newly available from ACT.

The members are awaiting its arrival for review. Use of such a national assessment instrument would ease the workload of the Subcommittee each year, and would also allow us to compare O.U. advising with advising at other institutions. The full report of this subcommittee, including tentative budget for this annual survey, appears in Appendix B. Senate Steering Committee review of this budget is requested to determine the feasibility of an annual budget to be allocated to the Career and Academic Advising Subcommittee for administration of this survey.

3. Student Record System Study. In response to the current confusion over the existing student record system and with the impending establishment of a computerized student record system, a Subcommittee on Student Records chaired by Johnetta Brazzell was established. Its purpose was to define the current student record system as it relates to advising, identify problem areas in it, and make recommendations for the current and future systems. The Subcommittee reports may be found in Appendix C. The Senate Career and Academic Advising Committee will follow up on the recommendations of this Subcommittee in its 1985-86 term — particularly the recommendation for a consistent and timely courier service in the Student Services Department. The Subcommittee will continue to meet during the spring months to conduct a Chief Advisor Survey as described in Appendix C. In the fall, the Subcommittee members will be joined by the Senate Career and Academic Advising Committee to meet with the computer staff to explore details of any proposed computerized student record system as it relates to advising.

B. Informational Items

1. Study of the ACT and its Use at Oakland University. An interim report on ACT was submitted to Provost Kleckner and study on this system will continue through the 1985-86 term of this Committee. See Appendix D for this report.
2. The Committee considered a review of CLEP policy at Oakland University as an agenda item for the 1984-85 year. In view of the changes to the Committee made by the Commission on University Excellence, it was decided to postpone this item for a future year. The Committee felt strongly, however, that a thorough review of CLEP policy is not only in order, but long overdue. It would encourage future Committee members to assume this challenge.

C. Committee Actions

1. In its new role of monitoring advising throughout the university, the Committee learned of proposed staffing changes in the School of Engineering and Computer Science which would greatly impact the advising service of that School. The Committee corresponded with the Dean and the Associate Dean of that School to express its concerns and clarify advising tasks. It will continue to monitor these and other changes which affect advising throughout the university.

2. Standard-Tally Document. The Committee considered the standard-tally document described on page 50 of the CUE report. After consultation with Mr. Chipman and thorough discussion between Committee members, it was decided that this method of tracking advising volume could mislead its readers into concluding "busy-ness" of the various advising offices. In a decentralized system such as is found at O.U., advising offices serve a variety of functions. Such a tally document would not illustrate these various functions. The Committee recommends that this document not be created.

1985-86 Agenda Suggestions

1. Finalize and conduct Academic Advising Survey (if funding is granted).
2. Analyze results of Chief Advisor Survey conducted by the Subcommittee on the Student Record System and meet with the computer staff to discuss future advising needs of a computerized student record system.
3. Continue to study the details for bringing ACT test results in computerized form to the campus.
4. Consider the clarification of CLEP transfer credits as a Committee agenda item.

Recommendations to the Senate Steering Committee

1. That a Chair Elect be selected each year to prepare for the position of chair the following year. This appointment by the Steering Committee is to be made no later than the December meeting and may be based upon recommendations from the Career and Academic Advising Committee.
2. That one of the ex-officio and permanent members of the committee be assigned the title of "archivist" to maintain complete and accurate records of all meetings and committee activities which are each year provided to the new chairperson.
3. That a budget be allocated to the Senate Career and Academic Advising Committee to conduct annually an Academic Advising Survey. Such a procedure would allow a university body to monitor the university advising system.
4. That great care be taken to select members for this Committee who are willing to commit substantial time in carrying out its tasks. Additional concern should also be given to the make-up of the Committee to insure a balance of males and females and of new university members and seasoned university members. Attention to this latter issue will, hopefully, alleviate the "everyone is up for review and not available to chair the committee" syndrome.