

To: Steering Committee
University Senate

From: Scott L. Crabill
Chair, Academic and Career Advising Committee (ACAC)

Re: Annual report of the 2003-04 ACAC

Date: June 1, 2004

The members of the 2003-04 Academic and Career Advising Committee were Pat Bennet, Engineering and Computer Science, Scott Crabill, Rhetoric, Communications, and Journalism (chair), Carol Crum, General Studies, Beth Lebreton, Advising Resource Center, Constantine Kontoghiorghes, Human Resources Development, Debra McGinnis, Psychology, Sarah Mullin, Nursing, Nancy Schmitz, Student Affairs, Cheryl Sullivan, Arts and Sciences Advising, and Robert Thomas, Career Services, attended several meetings, acting as Mary Beth Snyder's representative.

The Committee met on three occasions to discuss two pertinent issues, (1) the role of Curriculum Advising and Program Planning (CAPP) within the University's current advising structure and (2) the utility of the current committees charge and the proposal set forth by Ronald Sudol to combine ACAC with another under utilized committee, Financial Aid and Admissions.

CAPP

The ACAC would like to draw attention to the importance of fully implementing CAPP. CAPP is a program that exists within the university's current data management system, Banner. As part of the student module of Banner, CAPP is designed to generate graduation audits for students completing their degrees and can additionally function as an important advising tool for students as they matriculate toward graduation. When CAPP is fully implemented, students and advisors will be able to access their progress toward graduation through the SAIL system. In essence, this program generates advising checklists for the various degrees across campus and will allow students to access this through the Internet. While this is an obvious benefit for current students, there is also great potential for recruiting students and expediting the admissions process for transfer students.

Presently there is little support by the university to implement this program and only a select few individuals in the Academic Records Office are involved in implementing. In order for CAPP to be functional, additional staff is needed and the university will have to commit financial resources to this project. Considering the benefits CAPP will have for students and advising, this committee strongly supports an expeditious move toward fully implementing CAPP. Support from the University Senate is crucial for making CAPP a university priority.

Merger with Admissions and Financial Aid Steering Committee

Upon careful review of the current charge, and the reports from previous academic years, it was unanimously agreed that the ACAC had been under utilized and lacked specific direction due to the ambiguous charge assigned to this committee. These findings were reported by the chair to Ron Sudol at a meeting convened to discuss the proposal of creating an ad hoc committee to reevaluate the charge and direction for ACAC and Financial Aid and Admissions. It was proposed that the matters of the ACAC would be delegated to an “Ad Hoc Student Affairs Committee” that would function to merge these two committees. Such a proposal was met with considerable debate from the ACAC due to the ambiguous nature of the “Ad Hoc Student Affairs Committee”. While the committee unanimously agreed to the proposal, it should be noted that there were many concerns regarding the manner in which the ad hoc committee had been devised as well as the value the University would place upon academic and career advising if the present committee were to be dissolved.