

Advising Notes: by Advisors, for Advisors

Winter 2016

Degree Works is live, so now what?

By Chris Wolfs, Assistant Registrar for Curricular Services

Degree Works went live for undergraduate students in September and, already, it's having a positive impact at the university. We've received useful feedback from students and advisors across campus. Students like the look and feel, and seeing their requirements in a clear and concise manner. Advisors continue to offer input to refine and improve the way requirements are displayed. We can easily make modifications.

Degree Works will change the way we do advising across campus. As we are now able to see where students are on their path to degree completion, we can be proactive in our communications. Course selection will become just one part of the advising appointment, which will allow more time for advisors and students to discuss career preparation.

Our next projects connected to Degree Works are coding graduate programs, and building reporting. We want you to be able to know how many seniors haven't satisfied critical thinking, or how many of your majors haven't satisfied their capstone course.

Degree Works is not a project for the Office of the Registrar, but a larger project focused on influencing the way we help students at Wayne State University. Degree Works' success, as well as our students' success, is dependent on you.



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Advisor Spotlight: Erin Bachert

By Tracy Fahl Castle, Engineering



Erin began her unlikely path to an advising career while still an undergraduate student at Wayne State. In 2001, she applied for a student assistant position in the Department of Chemistry. Little did she know when

she took the job that it would be the first step on her journey toward a career in academic advising. A year later, as she prepared to graduate with her B.S. in Management Information Systems, her intention was still to find a job related to her degree—working with computers. The Department of Chemistry faculty, staff, and students had other ideas, however. They found Erin's contributions to be

too valuable to let go, and encouraged her to apply for an Academic Service Officer position in the department. The rest is history. Erin's expertise in student affairs evolved over the years that followed, supported by the encouragement of colleagues, ongoing professional development initiatives, and her acquired experience working directly with students. Thirteen years later, Erin can't imagine a career in computers. Her work advising chemistry students is deeply satisfying and rewarding.

Wayne State has played an important role not only in Erin's professional life, but in her personal life as well. She met her husband Jeff at WSU when they were both students here. They share an appreciation for the arts, and in her free time Erin enjoys painting and photography. While she typically paints with oils, she recently started learning new techniques using watercolors. An avid shutterbug, you may catch a glimpse of Erin around town on the weekends with her camera. She practices the art of photography by taking candid photos of people and places in Detroit.

Academic Advising Council Update

By Kenya Swanson, WSU-AAC President and OMVAE Advisor

- The Communication committee is looking for an additional member. Some of the responsibilities would be supporting the ATA, working with the Newsletter, and other projects as they develop. This is a great opportunity for someone looking to add to their professional record. Contact Cody Bailey, fs3981@wayne.edu, if interested.
- There will be some changes to the Annual Advising Summit. The Summit will take place in the fall: September 19 and 20, 2016. The format will be a bit different and once all details are finalized we will keep everyone in the loop. For now, save the dates!
- The changes to the Summit mean there will be a longer time frame before we can get together again. Due to that, the Academic Advising Council will host an Advisor Mingle on April 1, 2016. Please save the date for that as well.
- The AAC is working on establishing a mentoring program for academic advisors.
- In an effort to support the General Education Reform Committee, we were asked to form an ad hoc committee. The immediate charge was to review the current general education program and to determine values that should distinguish WSU's general education program. The areas we were asked to focus on are as follows:
 1. Identify structural weaknesses in the current program (bottlenecks, roadblocks, etc.).
 2. Identify strengths of current program.
 3. Begin to identify shared values (hopes/dreams, not specifically course-related).
- Ryan Ferrante (Political Science), Laura Hetzler (UAC), Casey Rue (Engineering) and Royanne Smith (English) created a report based on interviews of advisors across campus. If you have not read the report, please do so through the link below. It is insightful, well thought out, and very well-received by the General Education Reform Committee.

http://wayne.edu/engaging-gened/documents/academic_advisor_perspective_on_gened.pdf

The Student Service Insider

C&IT...So Much More than Resetting Passwords

By Mary Zinser, Mike Ilitch School of Business

As advisors, we've all experienced that one student who can't seem to log into Academica, thereby unable to register for classes. A quick call to the help desk for a password reset and the day is saved. For many of us, this may be the only service we use from C&IT. However, a quick look at tech101.wayne.edu, or a brief stop at their store located in the lower level of the Student Center, only scratches the surface of what this team can do for you and your students.

For example, did you know there is a recommended computer configuration for students so when they purchase hardware they'll get a system that will meet their student needs? C&IT can also assist with downloading Microsoft Office. There are also discounts available to students and employees for cell phone service (AT&T, Sprint, T-Mobile & Verizon) and computer manufacturers. They can also assist you with getting connected to the Wi-Fi and troubleshoot and repair computer issues. Over the summer, a C&IT student ambassador came to our school to give us an overview of Outlook before we were migrated.

Students find the mobile app helpful when they need to access emails, their one card account, making an appointment to see an advisor, or seeing what's for lunch at the dining halls.

I like (maybe love) technology, but when I'm stumped and Google and YouTube has failed me, I have used the technical support provided by C&IT. They have diagnosed a failing hard drive in time for me to have a replacement covered under warranty, assisted with software purchases, and have cleaned my computer after being infected by some dubious websites (ahh, teenagers).

C&IT is affordable when they do have to charge you, conveniently located, and available for phone or chat. But the best part of C&IT is it's a service for students, faculty and staff.

Trainee Tip

By Kim Morgan, CLAS

When using the plan of work option in Degree Works, make a master copy of the plan you do with the student that they can access. That is the official version. Then use "save as" to save it as an unlocked version (or draft) that the student can edit. When the student comes up with any changes, they can let you know. If you approve, you can change the master version.

Introductions

By Rachel Pawlowski



On behalf of the WSU advising community, I would like to welcome Ali Pavlicek to WSU. Ali joined Wayne State University in June 2015 and is currently working as a Success Coach and Advocate for Academic Probation Students in CFPCA. Ali comes to WSU from Indiana State University where she did her graduate studies in Student Affairs in Higher Education. Before that, she studied Psychology at Western Michigan University.

Ali has a strong background in residential life from Western and also worked with a non-profit program, AmeriCorps – College Forward, in which she served as a Completion Coach working with low-income, first-generation high school students. She assisted them with their transition to college and helped them persist and progress toward degree completion. During her time at Indiana State, Ali worked at the Institute of Community Sustainability where she developed a deep passion for social justice.

Ali is very excited about her current position at WSU. As a Success Coach, Ali works with CFPCA students who are below a 2.0 GPA, in tandem with departmental academic advisors, to provide support for these students. This is a new initiative for the College and Ali is thrilled to be a part of it. With her experience in student affairs and higher education, she is able to provide students with a great deal of hope, knowledge, and resilience to get them back on track with their academics. CFPCA is still working to solidify the official structure of its 'Success Coach' initiatives and Ali is just the person to assist with this task.

Ali currently lives in Detroit but has lived all over the United States, including California, New York, Hawaii, North Carolina (where she was born), North Dakota, Indiana, and Texas. She also lived in Okinawa, Japan twice due to her military family. Ali looks forward to a long career at WSU and there is no doubt that she is, and will continue to be, a valuable resource to not only students at Wayne State, but to all Academic Staff as well.



Top 10: Useful STARS Reports for Advisors

By Cody Bailey, CLAS

1. Report 1a. **Students in Program or Major**

Useful for identifying new, current, previous, or admitted students in your major/program; an excellent place to start if you want to identify a set of students in your major. **Note:** Using the sub-report *Prior Institutions* allows you to identify which students in your major/program have transfer credits and, if so, from which institutions. It also allows you to track when transcripts were last received and what degree (if any) was received.

2. Report 1b. **Dean's List Report**

This report may not seem extremely beneficial at first, but when run as an Excel spreadsheet you can categorize students by major and then identify those students in your department that are doing exceptionally well – and send them a kudos for doing so!

3. Report 1c. **Low GPA or Probation**

This report is useful for identifying students in your major/program who have a GPA below 2.0. Additionally, you can set the GPA filter higher for more customized reporting related to scholarship/honors requirements.

4. Report 2a. **Class Listing (Registration Detail)**

This report will list all students in a class or course during a specified term. Sub-report options are available for tracking student retention which can help you identify stop-out/drop-out students from one semester to the next.

5. Report 2e. **Prerequisite Check**

This nifty report is useful for advisors in regards to providing course overrides. It is especially helpful when utilized prior to the beginning of a new semester to be certain students in a course have indeed complete all prerequisite requirements, particularly for the most difficult courses in your major.

6. Report 2l. **Student Overrides**

Advisors can use this report (perhaps in tandem with Report 2e above) to identify all students in a particular course/section who have been administered any sort of override in Banner. This is useful when double-checking prerequisite overrides or when verifying when students have met any other agreed upon requirements.

7. Report 2h. **Grade Distribution**

Using this report, advisors can quickly identify the entire set of grades for any particular course in their department. This is handy for comparing data across different sections of similar courses during taught during that term, or when comparing grades from the same course across different semesters.

8. Report 3b. **Graduation Roster**

The Graduation Roster report is great for identifying students who completed their degrees during particular terms. Furthermore, you can use this report to identify students who have applied to graduate during the current term (be sure to select Graduation Status: AP – Application Received).

9. Report 5e. **Confidentiality Indicator**

This simple report can be used to identify students in your program/major who have asked for their academic records to remain confidential.

10. **STARS Advisor Dashboard**

While not technically a report, the purpose of the Advisor Dashboard is to alert advisors to potential issues related to the success of their students. The Advisor Dashboard uses a 2-part algorithm to classify students as “On/Off Track” or “Marginal” for 6-year graduation based on a holistic set of measures.

Good News



Cynthia Merritt, CLAS, rode the metric century in the inaugural Baroudeur Ride 2015. This was the first time she had achieved this distance and was recognized as one of the “talents” in the training video marketing the ride. Cynthia said her motivation was “about staying healthy and having good balance.” Maybe a 100 miler will be next?

We still want to hear your “Good News!” Please send along any personal or professional highlights from the past term; accomplishments, milestones, and other life events. Submit information to Kate Bernas at ab9599@wayne.edu.

Advisor Training Academy Updates

By Kate Bernas, Advisor Training Academy

The most exciting update from the Advisor Training Academy is the launch of our website: <http://advisortraining.wayne.edu/>. This is a major step in the development of the ATA and its commitment to supporting advisor training, enhancing professional development, and encouraging recognition of advisors for their hard work and commitment to student success.

The training curriculum for new (and experienced) advisors is detailed there along with information on certification. The calendar provides dates for upcoming events. The training modules will launch in February, so watch for Blackboard announcements when those go live. The hope is that WSU advisors will make Level 1 and Level 2 Certification a goal for professional development and that WSU Advisor Certification will be a standard for excellence at the University!

In addition to this, the ATA will host two NACADA webinars during Winter 16 term:

February 3: “A Narrative Approach to Academic Advising: Helping Students Create their Stories,” 2-3pm, Purdy/Kresge Library Auditorium

April 13: “Intersectionality: Understanding our Students’ Multifaceted Identities,” 2-3pm, UGL Bernath Auditorium

We will have Lunch and Learns on the following dates: **January 22, February 19, March 18, and April 22.** The January 22 Lunch and Learn will feature a presentation from Solaf Matti on her development and use of an electronic student portfolio system for psychology majors. We will meet that day at noon in the Community Room.

Update your calendar with all the above and plan on attending!

Trainee Tip

By Kim Morgan, CLAS

When saving a plan of work in Degree Works, include the major and BS or BA in the title. That way if there is more than one plan it is easy to find. It also helps if the student has changed majors since the last time it was edited. Here’s an example: “Master - B.S. in Mathematics - Actuarial Science.”

