

William Paterson University of New Jersey
Advisement and Registration Council of Faculty Senate
Meeting Minutes for March 12, 2013, Cheng Library, Amy Job Room

Present: Valeriya Avdeev, Michael Boroznoff, Jyoti Champanerkar, Tom Fallace, Tina Leshner, Glen Sherman, Victoria Wagner

Guests: Nina Trelisky, Director of Registration Services, and Linda Gazzillo-Diaz, Department of Kinesiology, Athletic Training Education Program Director

- The meeting was called to order at 12:30 pm.
- The minutes of the January 28, 2013 meeting were approved unanimously.
- The agenda was approved and items 3 & 4 were flipped.
- Nina Trelisky demonstrated a new tool being developed by The Office of Registration Services: Four Year Plans. This tool will help students achieve timely degree completion by outlining course sequences for every major and concentration based on input from academic departments. While the Degree Audit will still be available, this tool is more user-friendly for students. This tool is still being developed (working on double major, Education majors, adding GPA and earned credits to tool interface) with an anticipated roll-out for summer 2013. Students, faculty, and advisors will access this through WPCconnect and it will be available to prospective students on the WPU website. The WPCconnect version will have information related to the login – tracking completed courses with check marks, for example.

Nina Trelisky also listed some important points related to degree completion:

- The foreign language requirement can be confusing and they are working on making this clearer.
- Students need to complete UCC areas 1, 2 & 3 before taking area 4 courses.
- Transfer students with a degree (AA) need one writing intensive course.
- Students need an overall GPA of 2.0 to graduate and often need a 2.0 or higher GPA in the major.
- The last 30 credits a student takes should be at WPUNJ.
- Once a student has earned 70 credits s/he may not attend a community college for credits – must attend a 4-year college.

- Students need permission to attend another school with multiple approvals – dean, chair, and adviser.
- 50% of major courses must be taken at WPUNJ.

- Linda Gazzillo-Diaz is concerned about advisement for programs with strict course sequencing requirements. Much like Nursing majors, the Athletic Training program has a specific course sequence which when not followed may lead to adding a year to a student’s studies. While she has collaborated with the Advisement Center to resolve some registration issues, Gazzillo-Diaz would like to have these students directed to the department for advisement. The program’s accreditation dictates the GPA and course sequence (competencies) of its majors.
 - Trelisky recommended using Advisor Notes whenever faculty members speak with a student so that those comments are shared with the next person advising that student. Notes may be added to any student’s record, even if s/he is not your advisee.
 - Sherman and Leshner, who are members of the Blue Ribbon Task Force on Advising, recommended that we wait for its suggestions before taking this concern forward. The BRTFoA will present a proposal later in the Spring semester.
 - Sherman stated that after looking at several advising models, the BRTFoA has discussed at length many issues, including that declared majors should be advised by the department.
 - Sherman suggested that in the meantime Gazzillo-Diaz should continue to work collaboratively with the Advising Center to prevent further problems.

Our next meeting will be Tuesday, April 16th at 12:45pm in the Paterson Room, Library 2nd floor.

The meeting was adjourned at 2:05pm.

Minutes submitted by

Victoria Heenan Wagner