**Academic Advising Association Minutes**

**January 27, 2015**

**1:30-3:00pm**

**Gaughan Center, Room 212**

48 campus community members were present at the meeting

Memorial presented by Nicole Smith in honor of fellow advisor, Dr. Karen Lee from Communication Studies. Dr. Lee passed away recently after a 4 year battle with cancer. Dr. Lee was a dedicated and loved chief academic advisor. She will be missed.

New Staff Introductions – 5 minutes - Britta Osborne

* Welcomed and recognized new staff that joined the University since August. 3 new staff members were in attendance.

Committees – 15 minutes – Kelly Payne and Committee Chairs

* Networking – presented by Kelly Payne. A survey was sent out to match people on campus and they have been paired.
* Conference – presented by Tony Fucci. Discussed the registration process is due by 2/13. Proposals have been accepted. Kelly added that over the lunch hour there will be round tables that will have hot topics or common discussion item. Several (9) institutions outside of UNL are participating in the conference this year.
* Best Practices – presented by Eric Einspahr. Discussed the common read the committee is sponsoring. Also announced the on line Chronicle subscription available to UNL employees.
* Professional Development – presented by Meagan Savage. January event was rescheduled to 2/13 (Get Your Competencies Together by Britta Osborne) – look for a calendar invitation to come out. Another event will be in April – a session about how to connect to NACADA as a professional development resource.

UNL Writing Center - 15 minutes – Dr. Rachel Azima

* Dr. Azima joined UNL in the fall semester. We welcome her to campus!
* Dr. Azima provided an overview of the Writing Center and her vision for the Center. She wants it to be a cross-curricular center, including graduate and undergraduate populations. It is a valuable resource for native and non-native speakers. They will consult with students on any written communication – lab reports, presentations, essays, assignments. They will also work with students at any stage of the process. Not a remedial. They will talk about grammar but more focused on content and organization.
* Hours, locations and more information available at
  + <http://www.unl.edu/writing/home>
* On-line sign up system available
  + <http://unl.mywconline.com>
  + Requires sign up/registration to get started

Sexual Assault Panel – 40 minutes –

*Three advising scenarios presented and discussed by:*

Morgan, Victim Advocate; Jan Deeds, Women’s Center; Owen Yardley, UNL Police Department; Keith Zaborowski, University Housing; Dr. Casey Tallent, CAPS, Dr. Matt Hecker, Judicial Affairs;

The Title IX coordinator was not able to attend but plays an important role and should be considered a resource on campus.

Scenarios:

#1 - A female student comes into your office on a Monday without an appointment. She’s obviously upset and asks to speak in private. She discloses that she was sexually assaulted at a party off campus on Friday night and begs you not to tell anyone. She does ask for assistance with getting back on track with low grades, attendance issues and depression.

Discussion:

* Who is a mandatory reporter is an important aspect and changes the dynamic of the scenario. Who is required is mandated by different federal regulations – and there are many federal requirements!
* Advisors are not mandatory reporters at this time.
* University Housing staff are mandatory reporters – they have to report the incident to Title IX but not mandatory to report to the police.
* CAPS, the Victim Advocate and counselors in the Women’s Center are not mandatory reporter.
* Important to be sure the student is not in further danger – safety planning.
* Also as a campus it is important to keep the violence from happening to another victim by the same perpetrator.
* Difference between documenting the incident and investigating the incident.
* Question about “who” the reports go to when it is required to report. There will be something that comes out in a couple weeks for all campus individuals to report awareness of incidents across variety situations.
* Jan recommended we connect students to the Victim Advocate as soon as possible because many of the student-related concerns are addressed by them to help the student across many university departments.
* Recognized that advisors often hear first because of the impact the situation has on grades and academic attendance/performance.

#2 - A faculty member comes to the advising office asking for advice about how to help a student who has disclosed a sexual assault through course writing assignment and, then, in office hours. The student wants an incomplete and the instructor wants your advice before working with student.

#3 - A male student who is the treasurer of the Registered Student Organization for which you advise comes in during your walk-in advising hours. He seems distracted. After talking for a couple minutes he discloses that the vice president of the same RSO sexually assaulted him two weeks ago. He isn’t sure what to do because they are both part of the same organization and have class together this semester. The assault occurred on-campus.

Discussion

* Safety is the first concern in this situation because of the possibility it could happen again. That makes this scenario really tricky.
* Getting them to the right resources is important (as discussed in the first scenario.)
* There is a 24 hour crisis line and a private UNL line. Crisis situations should go to the 24 hour line.
* CAPS is good option and will refer to Morgan (Victim Advocate).
* Strongly suggested to make the personal connection because just giving a phone # without a context for who they may be talking to can be scary.
* This situation can be compounded if the students are also in the same class – how that is handled can vary based on the situation. Dr. Hecker can be involved in this situation.
* A student might be removed from a class if there is a safety concern while a situation is being investigated.
* Question about what happens to the perpetrator when charges are filed – if the victim wants to follow through with criminal charges, there is no guarantee of what will happen to the student – might be campus charges but not criminal charges (different level of proof). Would also consider if this is a repeat offense or a stalking situation. If there is imminent danger they can issue a temporary suspension during the investigation.
* Investigations can take different amounts of time depending on who is involved and the type of assault, level of safety concerned, etc.
* Social media and other forms of technology communication should be saved as documentation.
* If there is imminent danger there will be an alert that will go out to protect the campus community (i.e., danger that something else might happen in 30 minutes of the first incident).
* May be a timely warning if threat isn’t imminent but people should be aware of the situation
* Same services are available for faculty and staff.

Larger discussion - What is the safety plan? There is a good document that Morgan will share with us. The document covers a lot of aspects in one’s college life – academic and social. The UNL police department will also consult with individuals and help even if they live in a different jurisdiction and can connect people with the right resources.

Important to let the victim know that you are there to help and you want to help. The first reaction the victim sees is important to how they will further handle the situation. Once they disclose they need to know that they have options for help. Think about how you will handle it before it happens and prepare a phrase to use as your first reaction – “I am sorry this has happened to you and believe what you are saying. There are people at UNL who can help you through this.”

The worst thing is not doing anything – reach out individually and encourage the use of campus resources. We can say we “know” who they will be talking to – that often helps ease their concerns when we can say we have met them and they are good people!

There is a training session available through the Women’s Center – email her directly – [jdeeds1@unl.edu](mailto:jdeeds1@unl.edu). The session provides skill training to help us understand how to handle certain crisis situations.

Cedar Point Biological Station – 5 minutes – Jon Garbisch

* Jon manages CPBS in western Nebraska. 900 acres at base of the Kingsley Dam.
* 8-10 courses are offered every summer in 3 week blocks
* 4 credits for the science courses, 3 credits for the others.
* Faculty and students live and learn together.
* Partnership for ACE 7 – this summer it is ARTP183: Art @ Cedar Point. This summer is “Printmaking into Book Binding”. Curriculum action is in process to have It count toward the minor and be a repeatable course since the topic will change. This course is 2 weeks compared to the science courses lasting 3 weeks.
* Internal rosters for course registration are open by sending students to website.
* A scholarship is available for housing to cover the room and board and good funding is available.
* Website - cedarpoint.unl.edu

Gerontology - 5 minutes – Bede Bolin

* Bede provided an orientation to the Gerontology program and his role with the program
* Reminded everyone that Gerontology is housed at UNO
* Bede’s office is at UNL and he teaches the GERO 200 class and others on campus
* Discussed the Certificate program and why learning about gerontology studies is so important – the large aging population drives the demand for people to be skilled in this area.
* <http://bulletin.unl.edu/undergraduate/major/Gerontology+Minor#description>
  + Bulletin has information on the minor and the certificate program

Around Campus updates – 5 minutes - Britta Osborne

ASC, ARC, ANR, CBA, EHS, ENG, EXP, FPA, JMC, PAC, FYE, Honors, Transfer, Athletics, Ed Abroad, WHT, open call

* ASC – new chief advisor has been hired in Environmental Studies, shared with ANR; a couple positions will be advertised soon – watch for them
* FPA – summer CPBS class that is offered for ACE 7 and Art credit. Also discussed by Jon Garbisch.
* FYE – a new position will be posted soon and workshops are going; one more week of Intake sessions
* Honors – this is the last semester for Dr. Lyons to be on campus because she is retiring; Dr. Tamy Burnett is transitioning into the Assistant Director position. Ann reminded us about dates that students need to know – thesis title and advisor name – students need to send an email to Dr. Berger ASAP. Honors contracts are due for the semester. All information is available on line. On March 16, thesis completion form is due for May graduation.
* Transfer – JoAnn reminded us that all credit brought in counts towards their SAP. Students who know they will near the 180 hour limit should file a waiver for those hours that have transferred in so they do not count against the SAP.
* Ed Abroad – fair today!
* Open Call –
  + Kelly updated about a presentation on 1/29 from noon-1:00; an AmericCorp connected program – College Possible is a program that students can do in a gap year. All majors welcome.
  + Bill updated on Career Services – the month of February is a busy with the various fairs, workshops, mock interviews. Encouraged everyone to participate and market.

Upcoming Events –

* Higher Learning Commission: Advisor Feedback on Student Support Services – Thursday, February 5, 2015: 11:30am-1:00pm; Bailey Library, Andrews Hall (brown bag)
* Get Your Competencies Together – Friday, February 13, 2015: 10:00am-12:00pm; location TBA
* UNL Academic Advising Association Conference “The Hidden Student” – Monday, February 23, 2015 : 9:00am-4:00pm : East Campus Union
* UNL Academic Advising Association Meeting – Wednesday, April 15, 2015 : 8:30-10:00am : Nebraska Union

NEXT MEETING:

**Wednesday, April 15, 2015: 8:30-10:00 am: Nebraska Union**

Respectfully submitted,

Erin Sayer, Ph.D.

Secretary, AAA