

PCA Meeting Minutes
University of New Mexico
December 3, 2019
1-2 Farris 3100

Andrew Gonzales, Nissane Capps, Angela Pacheco, Jennifer Lucero, Stephanie Hands, Corrine Gonzalez, Pam Agoyo, Marlene Sanchez, Crystle Collier, Brandi Stone, Rosa Cervantes, Quinton Freeman, Shannon Saavedra, Laura Valdez, Beth Elkin. Zoom: Krystal Ward, Chris Baca.

Item 1: CCN/Gen updates - Send updates through advise-I. What happens with students who were taking courses years before under NMCC, will they still count. – **yes**. HED is keeping NM core alive until F 2020. We can honor our previous NMCC for 2 years. Can we get a copy of the old NMCC? (found on the NMHED site) Pamela Cheek is working on a memo with our unique CCN for transfer clarification. How are advisors going to know if gen ed was complete when transferring? – **This is still being discussed**. 15 vs 31 hours general education completion, how will that look (is it an applied or other). Is it only the applied ones that are not 31 hours? – **yes**. Still working out where the gen ed complete will be housed.

Item 2: Daniel Begay updates on transfer subcommittee – working on a video tutorial on how to use TES. Will be seeking feedback on what to include in the video. Admissions will be including TES in their admission email. Revisiting links in students.unm.edu and degrees.unm.edu. VP of EM seeking feedback on recruitment sheets. Do advisors prefer this or should we be using websites? How would they be sent (attachment, in email, is it a link?) how useful is it? How would you share it? Do you already have something in use? A&S has their own sheet for 2+2 with San Juan (as an example) that Steph will share. Architecture has a 2+2 with CNM. Dr. Cheek has asked that IDI add a CNM tab for degrees.unm.edu most transferrable degrees. What about using both to see which is the best option. When students do not see themselves in this material they may not make the decision to come here. Printed materials can become dated and students can hold on it thinking that is the most up to date information. We need an agreement on process. We can't tell students that that piece of paper will always count. There needs to be a common understanding from college to college. Some colleges are so specific it would be too hard. At the college level there are too many things to keep up to date. What does Gerardo's role look like for each college. Every time he meets with a student Crystle ask that he send a follow up email with cc to Crystle so she can follow up and introduce the student to their advisor. Can he leave notes on admitted students? New communication tool will track communication, not content.

Item 3: Condensing registration from 2 weeks to 1 week - Sheila will talk more about this at the next Cross Colleges meeting. IT is looking into if the system can handle it. Look at releasing by level (freshmen, sophomore, etc) "what is your day". Looking at implementing that in April. Monday priority, Tuesday Seniors, etc. Should have the dates set well before February 2020. Laura sent a hold report to see if colleges want to move hold dates. This is coming from the enrollment task force last year.

Item 4: Self study should be done by February 2020. Please provide feedback if you have any. What if your center does not provide advisement? This should be reflected in answer. Looking for quality over quantity. Active advising survey sent out yesterday. It is a sample of students who saw an advisor this semester. Share some best practices on communication with students who are not registered.