Higher Education Student Affairs (M.Ed.) Program  
Advisory Board Meeting  
December 5, 2019 at 11:30am in McKee G22

Member Introductions
- Welcome new members: Kourtney and Riley

Program Announcements since the April 2019 meeting:
- April/May: Inaugural evaluation of site/supervisor (by GA) distributed
- May: Year 2 of GA Supervisor Meeting/Training
- June: Met our $1,000 fundraising goal (from last Spring’s inaugural campaign)!
- Summer: 14 Interns across the summer/world!
- Fall: HESA GA – Alex Kems; Spring: HESA Intern – Riley Jelenick
- Fall: Student Enrollment Update 32 = 15 in Year 1; 13 in Year 2; 4 Part-Time
- Fall: 16/17 May 2019 HESA graduates are employed in higher ed (info in newsletter)
- October: Annual Alumni Survey was disseminated in October (good results/feedback!)
- October: 4 HESA students in the 3MT competition – Holli = People’s Choice Award
- December: submitted our Program Review Self-Study (220 pages!) (on site visit Feb)

Recruitment Update:
- HESA Ambassador program second year – going strong! Jess K, Jacki, Alex, Riley, Kate
- Graduate School Open House Events (two per semester – September & November)
- Alex went to UNC-G fair for “Careers in Student Affairs” conference in October
- Classroom/Student Org presentations; Many one-on-one meetings, calls, and emails with prospective students.
- 51 people currently on our prospective student spreadsheet (people who have made direct contact with the program since May 2019)
- Feedback/Discussion?

Admissions Update:
- Help us recruit! March 1st is the final admissions deadline.
  - Send our website and/or newsletter to your contacts and colleagues.
  - Fill out the “recommend a student” link on our website.
- Review committee members –
  - Need 2 new people
  - Anyone need App Review (software) training?
  - Commitment for March 2020 (review all applications, rank, and attend 1-2 committee meetings).
- Trialing Interviews (video) for admissions (April, Yancey, Alex, and Riley)
- Feedback/Discussion?

Funding Update:
- Inaugural Fundraising Campaign – success! Plan for this annually each May-June.
  - Distributing funds for Spring 2020 conferences; Will likely need a committee on this in the future.
• We will continue our commitment to fund all full-time students with a paid GAship = 30
  o Hoping grad School funds 16 in 2020-21 (confirmation next week)
  o 14 GAships will continue to be funded elsewhere… can we count on continued support: For 2019-2020: 6=RL; 4=Campus Act; 1=CCPD; 1=WW

• Alumni Relations
  o A few alums were at SACSA (Ronni, Carrie, Sophie)
  o NASPA/ACPA meet ups in March 2020 (please tell us if WCU folks are going!)

• Ongoing HESA Sponsorships – thank you!
  o Back-to-school Mixer ($500-1,000) – Res Life
  o Poster Presentations – Res Life
  o Assessment Project ($500) – Marketing and Assessment
  o Each HESA Faculty to 1 national conference ($1,500/ea) – VCSA
  o Graduation Reception & Hooding Ceremony ($500) – Campus Activities
  o HESA Orientation – HESA Faculty Personal
  o Holiday Party – HESA Faculty personal
  o Annual Alumni Mixers at National Conferences –None=sponsorship opportunity

• Feedback/Discussion?

Curriculum Updates:
• Pilot elective class (three 1-credit-hour seminar courses) going for a third time in Spring 2020: Shauna (1) and Dana (2)
  • Feedback/Discussion?

Future Items:
• HESA Newsletter being sent out next week (any additions?)
• Mark your calendar:
  o Today - Assessment Presentations – KL 102 at 3:30pm
  o Monday: Research Posters Presentations – Blue Ridge at 10am
  o Program Review On-Site Visit February 9-11th:
    ▪ 2 internal (Lori Unruh-PSY & Chris Cooper-PLS)
    ▪ 2 external (Matt Varga-UWG & Brad Johnson-UNCG)
  o Advisory Board Appreciation Dinner – Monday, March 23 (calendar invite coming)
  o Spring Advisory Board meeting – late April (calendar invite coming)

Questions? Other items?

Next Meeting: April 2020
2019-20 HESA Advisory Board:

<table>
<thead>
<tr>
<th>HESA Faculty:</th>
<th>Committees:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Recruitment</td>
</tr>
<tr>
<td>April Perry</td>
<td>X</td>
</tr>
<tr>
<td>Yancey Gulley</td>
<td>X</td>
</tr>
<tr>
<td>WCU Staff Board Members:</td>
<td></td>
</tr>
<tr>
<td>Stephanie Sue Rowell (2015-20)</td>
<td></td>
</tr>
<tr>
<td>Theresa Cruz-Paul (2016-20)</td>
<td></td>
</tr>
<tr>
<td>BaShaun Smith (2017-2021)</td>
<td></td>
</tr>
<tr>
<td>Jane Adams-Dunford (2015-2022)</td>
<td>X</td>
</tr>
<tr>
<td>Julie Conway (2019-2023)</td>
<td></td>
</tr>
<tr>
<td>Kourtney Sandefur (2019-2023)</td>
<td></td>
</tr>
<tr>
<td>Adjunct Board Members:</td>
<td></td>
</tr>
<tr>
<td>Sam Miller</td>
<td>X</td>
</tr>
<tr>
<td>Carol Burton</td>
<td></td>
</tr>
<tr>
<td>Beth McDonough</td>
<td>X</td>
</tr>
<tr>
<td>Lane Perry</td>
<td>X</td>
</tr>
<tr>
<td>Shauna Sage</td>
<td>X</td>
</tr>
<tr>
<td>Dana Patterson</td>
<td>X</td>
</tr>
<tr>
<td>Student Board Members:</td>
<td></td>
</tr>
<tr>
<td>Riley Jelenick (2019-2021)</td>
<td>X</td>
</tr>
<tr>
<td>Alex Kerns (2018-2020)</td>
<td>X</td>
</tr>
</tbody>
</table>

Meeting Notes:

- GA Supervisor Training –
  - Maybe every 3-year refresher for returning supervisors
  - Maybe first half is new policies and second half is storytelling/brainstorming
- Interviewing Applicants –
  - Communications for applicants regarding interviews and/or no interviews
- Distribution of Funds –
  - Talk to Trina for distributing funds (impact of additional money)
  - Talk to GSA about points system lol
  - Creation of Travel Grant Committee
    - Lane Perry
    - Stephanie Sue
- Share Program Review with Advisory Board
- Newsletter – ask for summer internships, more alum news/relations, talk about Courtney joining the HESA Advisory Board