

Higher Education Student Affairs (M.Ed.) Program
Advisory Board Meeting
December 10, 2021 at 1pm via Zoom
Minutes/Notes in Red

Member Introductions

- Welcome new members: Brandon (CRW), Carson (Retention + Alum), Zach (HESA Student 2nd-Year), and Gwyn (HESA Student 1st-Year);
- Welcome back BaShaun! (Rolled off as staff member; returning as Adjunct member)
- **Present: April, Yancey, Jane, Julie, Linda, Alex, Brandon, Carson, BaShaun, Lane, Wes, Dana, Zach, Gwyn (full names and roles listed on p.4 roster)**

Program Announcements since the May 2021 meeting:

April reported out on below announcements

- May: 4th year of GA Supervisor Meeting/Training
- Summer: 12 Interns across the country/world
- Fall: Held in-person Orientation, Welcome Mixer, etc!
- Fall: New Identity-Based Mentoring initiative launched! (11 students self-selected to participate); matched with staff and HESA alums. [Sign up](#) to be a mentor.
- Fall: [HESA Manual](#) was created and added to website
 - New advising model using [dispositions](#) (started in 2020) includes both cohorts
- Fall: Community Conversation (2020 initiative) continued
- Fall: Annual Alumni Survey was distributed in October (similar [results](#) as before)
- Fall Student Enrollment Update = 26 (33 at point in time last year)
 - 10 in Year 1 (but will be 9 next semester; 1 is pausing for a semester);
 - 11 in Year 2 (1 moved to PT over the summer);
 - 5 Part-Time
- Fall: 16/16 (100%) May 2021 HESA graduates are employed in higher ed (info in newsletter).
- Fall: Lots of alum meet-ups (individual and groups!)
 - Currently 18 HESA Alums work at WCU!
- December: Poster Symposium EDRS 602 and Assessment Presentations EDHE 650 are next week (Monday at 1pm and Thursday at 3:30pm respectively). Come out!
- Newsletter out next week (any additions?)

Recruitment Update:

- Graduate School Virtual Open House Events (handful over summer and fall) successful!
 - Multiple state/national virtual recruitment events – not much ROI
- Classroom presentations, one-on-one meetings, calls, and emails with prospective students (virtual and F2F) – good ROI
- Res Life doing special “recruitment event” for those interested in RL
 - **Alex gave update – date tbd (January)**
- HESA Ambassador program (4th year) – Zach, Jessica, Thom, Gwyn, Emma
 - Dozens of class visits
 - Taking Ambos to a new level (weekly and monthly community events)

- New upcoming service project!
- Gwyn shared update about Little Library Boxes (3) around campus. Meeting with Facilities next week to select spaces. Goal to build and place by Spring term.
- Prospective student spreadsheet – numbers are up (similar to 2019)
- See NASPA [survey results](#) demonstrating national industry/GPP decreases in 2020-21
- 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.
 - Share the [infographic](#) on your social media
- *Feedback/Discussion?*
 - Zach suggested reaching out to other institution’s career services offices
 - Suggestion to reach out to functional area directors (ie: orientation, res life, leadership, etc) to recruit their students

Admissions Update:

- Committee members –
 - Folx rolling off/on (discuss/sign-up)
 - **Committee: Jane, Julie, Alex, Brandon, Carson, Dana (in addition to April and Yancey). Wes offered to help as needed. Zach/Gwyn help with interviews.**
 - New software (from App Review to SLATE) – group training in Jan/Feb
 - Commitment for March 2022 (review all applications, rank, and attend one 3-hour committee meeting- *tentatively March 17th*).
- Interviews (video) for admissions (Faculty and Student Ambo) *tentatively March 28-29th*
- *Feedback/Discussion?*

Funding/Sponsorship Update:

- We will continue our commitment to fund all full-time students with a paid GAsip = 30
 - Hoping grad School funds 16 (usual amount) in 2022-23
 - Only used 13 of the 16 this year (as we only had 21 FT students on GAsips, and 5-RL, 1-WW, 1-UNCA, 1-CCPD)
 - 10(ish) GAsips will need to be funded elsewhere for 2022-23 (per usual)
- Department of Human Services sponsored the HESA students research posters this year
- AVP-SA Office Sponsored Assessment Presentation Event
- Res Life sponsored the Welcome Back Mixer
- Alex Fields is sponsoring all 7 students participating in TPE in March
- Potential Sponsorship/Partnership with HESA Student Service Project (discuss)
- *Feedback/Discussion?*
 - BaShaun asked about additional faculty line. Yancey answered by explaining our ongoing/annual recurring request for a shared hesa/Lead/EdD position. BaShaun expressed plans to share his feedback for needed role with the Dean and Provost.

Curriculum Updates:

- Elective classes (three 1-credit-hour seminar courses) going for a 5th time in Spring 2022: Dana, BaShaun, and Wes
- Minor updates to the HESA [Curriculum Map](#)

- *Feedback/Discussion?*

Future Items:

- Discussion – Adding an Alum Award (parameters, selection, etc)
 - Yancey leading charge. Alex, Carson, and Gwyn agreed to serve on planning committee
- All first-year FT students (9) matched for spring internships
- Both [April](#) (in February) and Yancey (in Summer) have books coming out in 2022!
- ACPA & NASPA Conferences – Gulley/Perry attending – who else? (Alum meet-ups!)
- CEAP Board Appreciation Dinner – usually in March/April – stay tuned!
- Oral Comps – May 4, 2022
- Hooding & Graduation – May 6, 2022

Questions? Other items?

- Alex doing mock interview matching with all hesa students (2nd-years for jobs; 1st-years for summer internships)
- Brandon asked about tuition funding alongside GA funding. April and Yancey explained situation, outcome of the external program review (in support of this), and the hiccups in making that happen at this time (out of our control)

Next Meeting: April 2022 (calendar invite coming)

**HESA Board Members
Fall 2021**

	Committees:			
HESA Faculty:	Recruitment	Admissions	Fundraising/ Grant Selection	Curriculum
April Perry	X	X	X	X
Yancey Gulley	X	X	X	X
WCU Staff Board Members:				
Jane Adams-Dunford (2015-2022)		X		
Julie Conway (2019-2023)		X		
Kourtney Sandefur (2019-2023)		X		
Linda Carmody (2020-2024)				
Alex Fields (2020-2024)		X		
Brandon MacCullum (2021-2025)				
Carson Williams (2021-2025)				
Adjunct Board Members:				
Sam Miller				
Carol Burton				
BaShaun Smith				X
Lane Perry			X	X
Wes Milner				X
Dana Patterson				X
Student Board Members:				
Zach Moffett (2 nd year)				
Gwyn Howard (1 st year)				