Summer Institute Advisory Board Meeting
Minutes
September 21, 2019
1:00-2:00 Central via Zoom Platform

Attendees: Cynthia Pascal, In-coming Chair, Emily Artello, Schott Byington, Ann Hintz, Kathy Stockwell; EO Liaison: Jennifer Rush

Unable to attend: Jermain Pipkins, Corine Ackerson-Jones, Katherine Beaumont-Doss, Kimberly Lowry, Susan Poch, Nathan Vickers, Lisa Freeman, Neil Volker

Agenda:
• Welcome
• Introductions
  o Thank you to outgoing members:
    ▪ Kathy Stockwell, Lisa Freeman, Corine Ackerson-Jones, Nathan Vickers
  o Welcome to incoming members:
    ▪ Ann Hintz, Katherine Beaumont-Doss
    ▪ Extending Terms:
      • Jermain Pipkins – moving to outgoing Chair role
      • Scott Byington
• Review of 2019 Events & Post-event Evaluations (June & July)
  o Suggestions for change/comments
    ▪ Topics are a bit dated (i.e. advising handbooks – people are not using paper anymore)
      • People still call them handbooks --even if online
        o Advising resources might be a better "title"
    ▪ Open Forum sessions – some were strong, some were weak
      • Not serving the function
      • Hot topic selection – voted on by the participants
        o Similar to the format at the Administrators’ Institute
      • More defined topic – not broad which allows for off topic discussions
    ▪ Encourage slides to be updated and relevant
    ▪ Too many slides
    ▪ Tracks for beginning/experienced advisors
    ▪ Evaluations didn’t offer many topic suggestions
      • Technology
      • Buy-In for the practice
      • Training/Syllabus/Handbook – most popular, well received
      • Assessment is a growing focus
      • Hot Topics for Advising Administrators
    ▪ Plenary sessions – repetitive if returning year after year
      • Look at co-presenters to give more energy/dialogue etc.
      • MUST be dynamic, find the faculty that will make them energetic
      • Find new people to do them so it is new materials (not regurgitated from the year before – don’t simply submit the same slides and change the date)
  o Registration for the Summer Institutes have decreased consistently over the last 5 years; is there a point where we should consider consolidating into one event instead of two
    ▪ One event with the ability to do two different tracks (advance/new), this might pull the numbers to accommodate setting up tracks
    ▪ Participants didn’t care as long as:
      • They still had the Work Groups and faculty contact
      • Dates – dates are a big consideration
    ▪ Target Institutions instead of individuals for marketing
    ▪ Teams are increasing and individual attendees are decreasing
• Review of the End of Year Report 2018-2019
• 2020 Locations
  o Both events will be in Erie, PA
  o Event will be in the Convention Center; Two hotel choices
• Recommendations/discussions for 2020
  o Topic search: determine more updated/current/relevant topics for Topical Sessions
  o Registration for the Summer Institutes have decreased consistently over the last 5 years; is there a point where we should consider consolidating into one event instead of two

• New Summer Institute and Advisory Chair- Cynthia Pascal
• Items from the floor