Summer Institute Advisory Board
Annual Meeting
August 9, 2023 | 9:00 am Central | virtual

Attendees: Ann Hintz, Scott Byington, Garry Johnson, Rita Berson, Lina Wang, Kimberly Smith
Unable to attend: Katherine Beaumont-Doss, Bill Johnson

Minutes:

Thank you and Welcome

- **Outgoing**
  - Ann Hintz, Chair, St. Norbert College (2019-2021)(2021-2023)

- **Current**
  - Scott Byington, in-coming Chair, Central Carolina Community College (2017-2023), (Chair 2023-2025)
  - Bill Johnson, University North Carolina Greensborough (2022-2024)
  - Lina Wang, Minnesota State Maknato (2022-2024)

- **POTENTIAL incoming**
  - Rita Berson, Drexel University (2023-2025)
  - Garry Johnson, Dallas College (2023-2025)

Progress on the 2023 Beginning of Year Report

- Full review of the report
- **Comments:**
  - Ann H. – Goals set forth were met
  - Scott B. – requested input for the 2024 goals
  - Ann H. – put more emphasis on developing the action plan next year

Review 2023 event

- Schedule changes
  - Hot Topic lunch
  - Wednesday full day consultations
    - Hot Topic lunch was well received, need to consider question cards at tables without faculty
    - Moved to full day of consultations from half day – to assist with number of slots required to accommodate larger number due to one event.
      - Faculty do need to coach participants on how to use the time more effectively
  - Work Groups aligned to schedule
    - Created a consistent schedule for the faculty to use in the Work Groups to keep learning consistent between groups
    - Keeping the balance between individuals and large groups/teams
  - Reaction on only one event
    - Participant numbers increased for the single event
    - June in 2023; July in 2024/25 to see which month pulls in the most participants
  - Event Evaluation
    - Most feedback was positive
    - Sunday is pretty heavy load, needs a break
    - 99% felt it was a good investment of time and money
    - 100% met their goals
- **Comments:**
  - Lina W – felt participants understand the purpose of the consultation session, but knowing to come in with the “elevator speech” would be helpful
  - Garry J – felt the transition between consults was a bit rush, moving in and out
  - Lina W – June and July is difficult due to orientation, could May or August be considered?
Scott B – noted that the majority of attendees who responded are academic advisors
Ann H – there was a targeted effort with faculty to make the sessions more interactive and impactful with less reliance on slides
Scott B – updating the Pillar session received positive feedback on new content
Garry J – some of the responsibility is on the participants to put in what they can to get everything out of the event they can
Ann H – Elevator pitch – doing it in a Work Group or early in the week as a way to prep for consultations
Ann H – Develop guidelines to prepare for consultations

Review curriculum
• Comments
  o See above

Update: 2024 event – July 21-26 in Syracuse, NY

Event title
• “Summer Institute” – does not describe the event
• Should we consider a name change?
• If yes, suggestions
• Comments:
  o Kim S. – Advising Institute
    ▪ The curriculum is so broad, there really isn’t a targeted focus for a title
  o Ann H. – some of this comes down to marketing, to show it is for anyone in advising, not just administrators or those new to advising – there are topics that cover everything
  o Scott B – Summer sounds very generic and may not be recognized as a need to attend event
  o Ann H. – Academic Advising Institute – drop Summer

Recommendations for Advisory Board Members and/or Faculty Interns for 2024
• Recommendations can be sent to Scott or Jennifer