

## Undergraduate Advising Council

Thursday, January 21st, 2020

**3:30 – 4:30 pm, ZOOM Only:**

### Join Zoom Meeting

Phone one-tap: US: [+13017158592](tel:+13017158592) or [+13126266799](tel:+13126266799)

Meeting URL: <https://ufl.zoom.us/j/96353103036?pwd=dWRpelBhK3E4ZFBwRS9jeHlVWWFpZz09>

Meeting ID: 963 5310 3036

Passcode: 102835

### Agenda

1. Welcome
2. Approval of December Minutes
3. Committee Updates
  - a. Chair
    - i. Call for Elections
      1. Positions open for next year will be Chair, Communications Chair, and Professional Development Chair
      2. Submit nominations to Nicole via email by March 10<sup>th</sup>
      3. Position descriptions can be found at the bottom of the agenda.
  - b. Campus Affairs
  - c. Communications
  - d. Professional Development
4. Dr. Wolpert, Quest Program
5. COMPASS/Covid-19 updates
6. Items from the floor

**Meetings will be held via Zoom until further notice.**

**Spring 2021 Schedule: January 21<sup>st</sup>, March 18<sup>th</sup>, April 15<sup>th</sup>, May 20<sup>th</sup>**

**No February meeting due to the UAC Conference, which will be held on February 19<sup>th</sup>**

Position Descriptions

UAC Chair (currently held by Nicole Raymond; Past Chair held by Allison Gatsche)

Generally, the UAC Chair will be elected via a vote of UAC voting members in March to assume duties as Chair the following July. The Chair shall serve a one year term unless elected to fulfill an unexpired term of a prior member. Elected officials have the opportunity for one additional consecutive term. To facilitate the transition of leadership, the Chair will serve as Past Chair during the first portion of the new Chair's term, and assist with the Chair's duties, as needed. The Chair Elect will act in the absence of the Chair as needed. The Chair is responsible for arranging, conducting, and setting the agenda (with input from the UAC members and the Steering Committee) for UAC meetings. The Chair serves as the liaison to the Advisory Council for Undergraduate Affairs (ACUA) and the University Curriculum Committee (UCC), and is also responsible for meeting with the Associate Provost for Undergraduate Affairs to discuss matters related to undergraduate education and advising.

Communication Committee Chair (currently held by Sarah Eberhart)

The Communication Committee is responsible for disseminating information to the UF advising community, for enhancing communication across colleges, and for fostering the exchange of information with appropriate organizations and educational partners. This committee will recommend improvements to the UF Advising web site and other publications, as well as publish an e-newsletter.

Professional Development Committee Chair (currently held by Brittany Schambow)

The Professional Development Committee assesses and delivers appropriate professional development for academic advisors. The Professional Development Committee will provide the UF advising community with training materials purchased by/for the UAC and will also develop additional professional development opportunities for advisors. The committee will develop "best practices" sessions at UAC meetings and will be responsible for organizing the annual UF Advising Conference.