

Undergraduate Advising Council
Thursday, August 15, 2013
3:30 pm – 4:30 pm, 240 Rinker Hall

Minutes

Meeting called to order at 3:37 pm

Minutes from the July meeting were approved and moved for posting to the UAC site.

Communications Committee – Dana Myers mentioned that the Communications Committee is looking for new members. If interested, contact Kari Ward at kari.ward@warrington.ufl.edu. The next newsletter will be published in the fall.

The group discussed our access to the UAC Listserv. Currently the listserv is coordinated by Toby Shorey in the Registrar's Office. We agreed that we need to be able to send out announcements to our members in a timely manner without having to send the information through Toby. Also members were not sure where to send announcements through Toby or through Andrew Wehle (UAC Chair). There are currently two lists – UAL (academic advisors and other UF staff who are invited to our meetings) and UAC (all voting members). We wanted to make sure that Toby still has access to these lists to send out SAS and other relevant information. The UAC Chair will have access along with the Communications Committee chairperson. Andrew will discuss this issue with Dr. Mair at their monthly meeting. Andrew suggested that we expand the listserv to include all advisors on campus (undergraduate and graduate) and various UF departments not currently on the list.

Professional Development Committee – Maureen Cox announced that she will be presenting a Brown Bag Professional Development seminar on Appreciative Advising in the near future (date TBD). She attended the Appreciative Advising Conference in Savannah, Georgia recently. Also, the committee will be planning more brown bag seminars after the advising certification has been approved.

Advising Certificate Committee – Deb Mayhew discussed the continued development of the new UF Three Level Academic Advisor Certification Program, a detailed handout with additions submitted by members after the last meeting was given to the members. She emphasized that we should make this the best program that we can for each other and our profession. Level 1 is described as an introduction and proficiency in the basic tools of the trade needed for every advisor. Typically this involved familiarity with the student records system, understanding of FERPA, ability to read SASS audits, remove holds and register students. Level 2 introduces advisors to continued intermediate professional develop. This can involve the completion of CRC workshops, training regarding troubled students, and coaching for success. This level will emphasize challenging advisors to develop beyond registering students for classes. Advisors can work to develop an advising style and strive to go beyond membership in NACADA. Level 3 involves the academic and professional contribution of advisors to this developing field. This can involve activities such as conducting research, writing articles for publication, and

presenting research at professional conferences. Level 3 Advisors are also encouraged to take on more leadership roles.

Deb mentioned that if we are able to streamline this process, then advisors will want to attain other levels of knowledge and involvement. Andrew stated that there is currently a 5-6 year retention rate for new advisors. How do we retain these advisors?

Deb stated that this is a dynamic document and will be changed/added to as needed. The certification committee will decide how many of the requirements are needed in each area will be needed to become certified. Martha McDonald suggested that curriculum changes be added to Level 2. Ron Anderson commented that financial aid knowledge should be added to all the levels. He suggested that we have Alicia Keaton present to the UAC once a year with updates regarding financial aid. Deb will revise the document based on the changes noted today. A committee meeting will be scheduled soon to discuss these changes and next steps toward implementation.

CAD Report – The issue of signature experiences for students was discussed at last month’s CAD meeting. These experiences started with “What is the Good Life?” and are designed to make the university smaller for students while providing a measure of academic outcomes. Every year another signature experience will be part of a student’s requirements for graduation – leadership experience, service learning experience, capstone experience, etc. Every major will be required to add these experiences to their degree programs. A new committee was formed by CAD to decide on curriculum and how to implement the program. Dr. Machen is in favor of this new program.

Members discussed if the new courses should count for general education credits. Will there be new versions of What is the Good Life? II and III? Can colleges provide these experiences with existing courses? Will they be a part of a certificate or exempt from excess hours surcharges? Andrew mentioned that the University of Texas at Austin and University of Maryland have been doing similar programs. We also discussed that our students are already involved in lots of leadership activities through student organizations – will this requirement add to this? How does this program connect to our mission?

Online Business Courses – Maureen Cox stated that all the online business courses offered through the College of Business are now showing on student’s schedule as online only even if they registered for the live section of the course. The Registrar’s website does state that students can attend the lectures on a first come first served basis. Below is an example for ECO2013:

THE LECTURE IS RECORDED ON MONDAY, TUESDAY, WEDNESDAY **

**** AND THURSDAY PERIOD 3 IN STZ 102 AND MAY BE ATTENDED ON A 'FIRST COME, ****

**** FIRST SERVED' BASIS. LIMITED TO 84 SEATS. ****

The meeting was adjourned at 4:50 pm.