

Undergraduate Advising Council
Thursday, November 29, 2012
11:00 am – noon, AAC Conference Room

Minutes

Meeting began at 11:00 am with at least 27 in attendance (not all signed in).

Minutes from October meeting were approved and posted to the UAC website.

Action Items from October meeting:

Robin Rossie – UAC involvement in Common Core Gen Ed initiative. Dr. Mair has asked the committee to stand down. The state-wide faculty committee tasked with the decisions has already settled on 3 of the 5 areas and full agreement is expected before the end of December. For those who are interested in tracking proceedings of the committee, the URL with minutes and agendas can be found at <http://www.fldoe.org/articulation/hb7135gep.asp>

Committee Reports:

Kari Ward – Communications Committee – next advising newsletter expected before the winter break. She will be accepting articles until December 10th.

Dana Myers (for Maureen Cox) - Professional Development – program and sessions for the January 25th advising conference at Emerson Alumni Hall is pretty much set. Kevin Knudsen will be the keynote. Registration will be online; an announcement will be sent when that goes live.

Discussion:

Using the Change Major for Students in Transition – an informal survey of advisors in the room shows most units utilize the Change major, half equate number of semesters of enrollment with UT term effective for Change major. Roxanne indicated that about 50 students are in a Change major each semester; of those about 25 meet conditions and continue in major and the rest do not and have to select a different major or leave UF. Glenn indicated that the biggest difficulty with Change major or any change of major is when a student has been off track in their current major multiple times and allowed to continue, digging a hole. Karen Cody indicated that majors that are in need of students may be more flexible in accepting a student. All agreed each student's case is considered on an individual basis and each advisor will use their best judgment in keeping with their unit's policies.

ISIS Admin User Identification by Initials – on each exception screen (advisor comments, course substitution, etc.) initials of the advisor who made the exception are listed. Next to the initials the More Info link should bring up the name of the advisor. Those advisors who were in the old NERDC system will display; newer advisors will not. Roxanne indicated that the table linked to that information needs to be updated to include all users. It's on the list of ISIS enhancements.

Presentation:

Jeanna Mastrodicasa shared results from past SERU undergraduate surveys, comparing UF 2009, UF 2011, and other AAU institution responses. SERU will come around again in 2013; students cannot enter football ticket lottery before completing SERU so response rate is expected to be high again. Please visit ir.ufl.edu to review results and run reports in your area of interest; Jeanna is happy to help with the data mining. Information from SERU showed number one on students' wish list was more study space and classroom; that information was presented to the BOT as justification for renovation of Newell Hall.

More Discussion:

A vote was taken on the preferred spelling: Advisor or Adviser. Overwhelming majority for Adviser.

Action Item: Robin Rossie will seek guidance on the procedures for amending the UF style guide currently listing Adviser as the accepted spelling. If necessary, will add to CAD agenda for added support of the initiative.

An informal poll was taken to establish through HR the job classification of "Academic Adviser". There was support for the initiative as a TEAMS position with graduated pay grades, similar to existing Coordinator positions. There was not support for promoting this as a faculty position, now served by the Assistant In/Associate In classification.

Action Item: Robin Rossie will confer with past chairs to determine how far this initiative went in past years, and will pursue this with HR. If necessary, will add to CAD agenda for added support of the initiative.

Notification of Outcome of Petitions to USPC and Medical Committees – For advisors to be more effective in helping students to adjust their academic plans, there is a need for advance communication from the petitions committees to the advisors. Currently, the only source of information is the petitions screen in NERDC, which is only useful if the advisor is aware of the existence of a petition. The growing volume of petitions – in particular medical petitions - makes weekly stalking of petitions far too inefficient. Ideally, we would like access to a database of pending and recently-decided petitions so we could find those submitted by our advisees. At the very least we would like notification when a student has (1) initiated the process by submitting a petition to either committee, and (2) when the petition is on the agenda for consideration by the committee. Roxanne suggested possible notification of college

when entries are made in the SPET screen. Toby suggested the possibility of a weekly job to run on the SASS printers showing submitted petitions, which would be a start.

Action Item: Robin Rossie will follow up with Dan Hodges, Roxanne/Toby, and others regarding what is possible, and will add to CAD agenda for added support of the initiative.