

Undergraduate Advising Council Minutes

November 30, 2009 3-5 pm

Attendees: Erica Byrnes, Andrew Wehle, Deborah Mayhew, Dana Myers, Sarah Eberhart, Glenn Kepic, Wayne McCormack, Mary Ann Hagler, Jeff Citty, Kari Ward, Jill Lingard, Sallie Schattner, Ron Wright, Kate Fogarty, Derek Guffin, Jaime Little, Lesley Harris, Ella Tabares, Lindsey Dedow, Roxanne Barnett, Robin Rossie, Ken Foote, Rew Woodruff, Rick Bryant

Erica Byrnes welcomed the attendees to the meeting and explained the purpose of rotating UAC meeting locations (this meeting was held in the College of Agriculture and Life Sciences – McCarty Hall D): to gain awareness for what advising at other Colleges looks like, go over basic information, and to review student challenges each College faces that might be unique.

Dr. Turner, CALS Associate Dean, acquainted attendees with the room which enables “Polycom” technology – via satellite, advisors from Plant City and Ft. Lauderdale CALS locations were connected and a camera and TV monitors were utilized.

CALS Presentation by Dr. Elaine Turner, CALS Associate Dean:

Dean’s Office is located on the 2nd floor of McCarty Hall D – Room 2002. Office number is 392-1963 and website is www.cals.ufl.edu.

Dr. Turner reviewed CALS Administration Team along with staff (info was in handout given to each attendee).

Dr. Turner reviewed CALS:

- diverse College, A-W majors

- ideal for students looking for practical, hands-on experience

- CALS & IFAS

 - land-grant heritage at UF, origins from Florida Agricultural College at Lake City in 1884.

 - in late 90’s, name was changed from College of Agriculture to College of Agriculture and Life Sciences

 - IFAS: Institute of Food & Agricultural Sciences – key components are education, Research, and extension.

- 15 academic departments, 2 schools; 13 research and educational centers; 67 county extension offices

- Students: Fall ’09: 5277 total (unofficial enrollment data which will be confirmed in Spring). 4092 are Undergraduates.

 - Five locations outside of Gainesville: Apopka, Ft. Lauderdale, Ft. Pierce, Milton, and Plant City. All locations have faculty. Also, CALS partners with online Business program.

-Majors: 24; over 50 specializations. Biological sciences (animals, cells, people, plants; sustainability and conservation, Physical Sciences and technical, and Social Sciences (such as FYC, FRE, etc) are available.

-none of these majors are limited-access. Average tracking GPA is 2.5.

-largest majors: FSHN – 624; Bio – 531; FYC – 506; Animal Sciences – 480; and Food and Resource Economics – 430.

-Majors you might not recognize: **Geomatics** (involves data management), **Golf and Sports Turf Management** (ideal for students interested in plants, people, working outside), **Natural Resource Conservation** (very flexible), **Packaging Sciences** (strong technical focus, business-savvy students, great jobs and salaries. ← Dana Myers from Fine Arts stated that many Graphic Design majors are interested in Packaging Sciences.

-Shared majors with CLAS: Biology (CALs has some different specializations, Botany, Microbiology & Cell Science, and Statistics. Differences are College requirements (e.g. CALs requires Economics, Public Speaking, and Tech Writing, CLAS requires college foreign language proficiency).

-Newest Programs (background: Curriculum Enhancement Program has been in place in recent years to anticipate what students' needs are, looking to future to develop relevant programs

-Entomology & Nematology depts. are offering Biosecurity (available Spring) – covering invasive species of all types, and Ecotourism – ideal for students wishing to focus/study plans on an international level, students who like to travel

-Organic Crop Production

-Restorative Horticulture in Landscape and Nursery (e.g. plant victims of hurricanes)

-Plant Molecular and Cellular Biology

-Water Science out of Soil & Water Science dept

-MINORS: 28. Includes Fisheries and Aquatic Sciences (this would be ideal for students interested in Marine Biology).

-most popular minors: Leadership minor (new semesterly application process), Organizational Leadership for non-profits, Environmental Studies, Agricultural & Natural Resources Law

-COURSES: The CALS packet everyone received includes a list of courses.

-OPPORTUNITIES:

1. Research

2. growing effort in study abroad led by Mark Rieger that focuses on environmental and economic issues.
3. Career expor each spring, includes internships
4. Ambassadors program
5. Solutio seminars which includes professional development opportunities for students
6. Leadership Institute will be launched soon which will feature a mentee paired with a professional.

-ADVISING: decentralized. Faculty/prof advisors. Dean's Office is where College signatures are obtained.

WHERE TO SEND A STUDENT:

- o Changing to a CALS major – advisor in major
- o Adding a minor – talk to advisor representing the minor, then go to Dean's Office for signature.
- o Dual Degree – advisor in major, then Dean's Office
- o General Info – Dean's Office

-Questions from audience

-Glenn Kepic asked if there was consistency in when a student can change their major. Dr.Turner responded that usually CALS can admit students if feasible; perhaps exception is Food Science and Human Nutrition since it's an over-enrolled major. But generally speaking, students can be admitted. "Change"/ZLS contract is used often. Dr.Turner described CALS as "College of second chances".

-Roxanne Burnett asked if Combined Degrees are available. Dr. Turner confirmed, and mentioned how students often develop interesting combinations of study. But more students utilize dual degrees/double majors than combined.

UAC Discussion Topics

Training Materials

NACADA Training DVD's were approved by Dr. Mair to be purchased with UAC funds. A vote was taken on the purchase and there were no objections. One of the DVD's focuses on working with parents, providing 9 to 10 advising vignettes.

Chair Position

Term length was discussed – a vote will be put forth via the UAC list-serv on the length of the chair term. Dr. Mair states that the by-laws specify a one-year term but voting membership lasts two years, so extending the Chair term to two years is being considered.

Electronic Training Manual

Currently, the UF Advising community does not have a shared manual to use as a resource. Dr. Mair is very supportive of the idea to create one which the UAC Communications Committee will help create. CLAS maintains their own electronic manual, which was shared with the audience:

Go to www.advising.ufl.edu, click on the “academic advising” logo. The information to access the hidden manual is username: advisor, password: 1001.

CLAS has agreed to provide the structure of its manual to the UAC as a model.

Report from Council of Associate Deans

- The Disability Resource Center conducted a presentation to the group. A key outcome of the presentation was that the DRC is very willing to give presentations to departments and staff.
- Jill Lingard asked if they can visit the UAC. There was unanimous feedback from the audience that is of interest to the group.
- Incomplete grades were discussed. CLAS uses a unique contract, created by Glenn Kepic, which is used as a shared agreement between instructor and student. In particular, it specifies the time frame in which the coursework is to be finished, and it must be signed before the end of the term. This contract serves to protect both student and instructor, and it serves to clarify conditions. The Council of Associate Deans is interested in implementing a UF-wide contract similar to this.
- Dual Degrees and Double Majors were discussed. There is a discrepancy between Colleges on the approval process. In addition, Dr. Turner explained that the goal is to, in essence, make it irrelevant as to what the student’s primary major in a dual degree is in, in order to facilitate a more accurate count of majors. Currently, the system is only able to reflect the student’s primary major.

Committee Reports

Campus Affairs – Jeff Citty, Chair

Jeff Citty reviewed the goal of the Campus Affairs committee, which is to ensure the advising voice is heard on campus. Three points of interest were discussed:

- FYF Presentations in Spring – The committee is looking for volunteers to help coordinate workshops for Spring FYF students from an advisor’s perspective. An example of a workshop topic is how to read a SASS audit. This Fall 2009 semester, 30 unique workshops were offered to students and over 1,000 students attended. If you are interested, please contact Jeff at jcitt@eng.ufl.edu.
- Weeks of Welcome (WOW) Spring event – This past semester’s advising table during Fall’s WOW was a success. The committee is looking to participate in Spring’s WOW events by having a table at the Reitz Union Colonnade on Monday, January 4th, the day before classes begin. A sign-up e-mail will be sent out to the UAC list-serv.

- Involvement Panel – in January, an involvement panel will be conducted in order to share with the UAC presidential committees and other UF-wide organizations that some UAC members are a part of.

Professional Development – Glenn Kepic, Chair

Glenn Kepic thanked Deb Mayhew and Karen Bray for hosting the last Professional Development training session (“My Advisor Said What?” – legal discussion on advisor comments). Glenn announced December 21st from 3-5 p.m. as the next training session. More details to come. If you are interested in hosting a future session, please contact Glenn at gkepic@advising.ufl.edu. The goal is for sessions to be conducted on a shared governance level with advising colleagues across campus.

Communications – Kari Ward, Chair

The Committee has updated the contact list for all UF advisors. Please contact Kari Ward at kari.ward@warrington.ufl.edu if you have any updates.

The next UF Advisor newsletter will be available mid-January. If you are interested in writing an article please contact Kari.

A survey was passed out in order to obtain feedback on the newsletter. A few minutes were spent while advisors filled the survey out which was collected by the committee.

Announcements

Andy Wehle announced a new advising position in the College of Design, Construction and Planning will be posted in about a week. It is a TEAMS line.

Erica Byrnes announced that the School of Business is now offering the Real Estate and Entrepreneurship minors again. The minors are available on the current UF catalog online.

Erica announced that the Ombudsman search is still ongoing. The goal is for the new Ombudsman to begin duties in January. There has been a good number of UAC members present at each interview.

Questions

Martha McDonald asked if there are some Colleges who do not admit 1st term Freshmen, and instead ask for grades to be posted for consideration. Erica Byrnes says to her knowledge most Colleges are able to admit students. Dana Myers explained that due to the rigorous structure of Fine Arts and a portfolio being required, that College needs to see grades posted at times if the student is not at a point where it’s feasible for the major to be changed.

The Exploratory tracks were discussed briefly. Clarification was provided as to how long students have to remain in Exploratory, which is the student’s first three full terms of enrollment.