**ACUA Meeting Minutes**

**September 13, 2019, 3:00-4:30pm**

**Heavener Hall-Room 306**

1. Welcome (Dr. Angela Lindner)
   1. The role of ACUA. The Advisory Council for Undergraduate Affairs (ACUA) is an advisory council to the Office for Undergraduate Affairs. The Advisory Council for Undergraduate Affairs (ACUA) is an advisory board for the Office for Undergraduate Affairs (OUA). Members of ACUA represent all undergraduate-degree-granting colleges at UF and representatives from the Division of Student Affairs and Division of Enrollment Management. The primary responsibilities of ACUA involve academic and/or College student affairs of undergraduate students. ACUA is responsible for advising the OUA on all aspects of the undergraduate experience. Additionally, ACUA may discuss specific topics of importance to the university and/or colleges as a means of offering guidance and best practices to assist and enhance the work of the OUA. Furthermore, ACUA provides support for each member in accomplishing the work within her/his respective college/unit.
   2. The agenda this year will have some recurring items. One will be student success the other will be academic policies.
2. Dean of Students – Updates (Dr. Heather White)-See attached PowerPoint

Student Affairs are focused on Health and Wellness, Leadership, Success Services and Career Readiness. An email went out to all undergraduate and graduate students, families & ACUA focusing on Health and Wellness and resources.

1. Kognito for Faculty/Staff is an online training to know when a student is in distress and how to help. Kognito has been recognized as the highest of levels with the Board of Governors and is required in each of the Florida State Institutions. It is highly suggested that all faculty and staff take this training. The Counseling and Wellness center have been working closely with Human Resources putting this as a training online. There will be a report given back to the Board of Governors to show the percentage of faculty and staff that have taken the training.
2. A lot of new campaigns coming out focusing on Health and Wellness.
3. Green Dot has launched.
4. EverFi (Campus Clarity) Sexual Assault & Alcohol Education
5. Career Readiness Dates see attached PowerPoint.
6. Family Weekend Sept. 26-29. There will be an email coming out soon with information. This is the largest in terms of registration.
7. Facility Renovations
   1. Institute of Black Culture, Ribbon Cutting, Nov. 16, 11am
   2. Institute of Hispanic-Latino Cultures, Ribbon Cutting, Nov. 17, 11am
   3. Hitchcock Field & Fork Pantry, Opening Resource Fair, Nov. 18, 11am
8. VP for Student Affair Search-Presentation and town hall for all interested.
   1. September 16, 1:30pm-2:45pm Room 2355
   2. September 19, 1:30pm-2:45pm Room 2355
   3. September 23, 1:30pm-2:45pm Room 2355
9. Admissions Updates (Dr. Tammy Aagard)-See attached PowerPoint
   1. OneStop- Located in Smathers Library for 3 weeks.
   2. Students were able to check in and to take care of homework or other things as they were seated in the waiting area. Students were then assigned to a generalist to answer the basic questions and moved on from there if more specific help was needed.
   3. Student were very pleased with this process.
   4. A survey was done. Over all responses were great.
   5. Still bouncing students, making them move from Tier 1 and Tier 2. Next year staff members will be going to the students. The layout will probably change a little bit to move the drop off forms to the front. Also, continue cross training staff all year long. The same space is reserved for next year.
10. UF Quest 1 & 2 Activities (Dr. Andy Wolpert)
    1. Trial in the Spring 19, 2nd trial Fall 19, and final trial Spring 20 for Quest 1, then full implementation Fall 20. Quest 2 is a year behind.
    2. New website, canvas page for the faculty to help them develop their programs.
    3. Resolution is on the agenda for the Faculty Senate.
    4. Full implementation for the program, Moving through the UCC. The goal is to transition from the UF core requirement to the Quest 1 requirement. Been working with the registrar office for the designation to be added.
    5. Working on changing the approval website, there will be a Quest path.
    6. Quest 1 becomes required this coming Fall, Quest 1 & 2 required Fall 20/21, Fall 27 Quest 1, 2, & 3.
11. UF Student Success (Dr. Samesha Barnes)
    1. Student Success Summit INSPIRE November 12th 8:30-3:00 Reitz Union Grand Ballroom. Students, Faculty and Staff from every area across campus. President Fuchs and Provost Glover will give remarks. There will be a keynote speaker Dr. Tia Brown McNair-Vice President for Diversity, Equity, and Student Success for the AACU. There will be hands on things as well. The key important part is the student voice. The goal from this summit is have an idea of how we fit, what does student success mean at the University of Florida, as well as opening the door for the UF Quest Conference that will take place next year. Registration will be opening soon.
12. Policies- Repeat Course Petition Process (Toby Shorey)
    1. Toby presented the repeat course petition form approved by the Academic Policy Council and the University Curriculum Committee.  This form needs to be ready for October advance registration.  It will be used by students that need to repeat a course for which (1) they are currently registered, or (2) have already received a grade of C or better. This only applies to courses that do not allow multiple registrations.
    2. Toby will send an email to ACUA members to gather information on who is authorized to sign the form at the department and college levels, then work with the Registrar’s Office to get the form placed on the Registrar forms page.
    3. Enforcing this policy is the beginning of the discussion.  It is anticipated that the conversation will evolve in ACUA and the UCC as we move forward this year.
13. ACUA Committee Updates
    1. 4 Year Graduation-may have an extension
    2. NACADA-Follow up-Spent the summer working on a proposal response. We are presenting it to the Provost. Dr. Chris Hass and Dr. Angela Lindner is scheduled in December to present to UAC.

\*\* RSVPs (Unable to attend): Curtis Taylor, Chris Janelle, Jen Setlow, Joseph Spillane, Michael Weigold, Shauna Buring, Alex Sevilla, Nicole Raymond, Brian Holland, Mark Law.

Allison Gatsche will attend for Nicole Raymond; Erica Struder-Byrnes will attend for Alex Sevilla

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