

# Undergraduate Advising Council

Thursday, May 16, 2019

**3:30 – 4:30 pm, 140 Rinker Hall**

## Minutes

1. Welcome
2. Approval of April Minutes
  - a. Minutes are approved.
3. Committee Updates
  - a. Chair
    - i. UAC Travel Scholarship
      1. Application deadline is May 31<sup>st</sup>
      2. The steering committee has created some tips for applying, which are shared at the meeting.
      3. These funds do have to be encumbered by June 30<sup>th</sup>.
      4. Let Allison know if you have any questions, and email her with your application.
    - ii. Dismissal Policy Update
      1. There is an update to how UF processes calculations for students to be dismissed.
      2. The new policy adopted in December 2018, unbeknownst to most of the advising community.
        - a. This has been brought up to the Provosts Office.
      3. The new policy is in the catalog now, so you can refer to that for more info on who has been dismissed.
  - b. Campus Affairs
    - i. Donna Kolb of Student Financial Affairs is coming back for the June meeting to discuss more about financial aid.
    - ii. There is not a speaker lined up for July yet, so let Alejandra know if you have any suggestions.
  - c. Communications
    - i. Let Nicole know if you have any UF Advising website updates.
    - ii. If you have any UAC voting member updates, let Allison know.
  - d. Preeminence
    - i. Still taking new members!
  - e. Professional Development
    - i. Check out the travel scholarship tips handout!
4. Toby Shorey
  - a. Repeat Course Approval system

- i. Allowing students to register for a course when they are currently taking a course is much more difficult than initially thought.
  - ii. Toby is looking for the best approach for these repeat courses.
  - iii. In most situations, students are currently registered for the course and want to repeat it, and it's much less frequent that students want to repeat a course for which they already have a C or better.
  - iv. Toby is still looking for a way to automate as much as possible in this process.
  - v. One possible solution is to use the Approval workflow (similar to the course approvals system), but that still doesn't automate the process.
- b. Summer Hours waiver
- i. There's a question of how summer internships can be used to meet the requirement.
  - ii. What does a "meaningful internship experience" look like, that would waive the summer requirement?
    - 1. Does it have to be for credit?
    - 2. Does it have to be documented?
    - 3. Does it have to be for a certain amount of hours?
    - 4. The internship would still have to take place over the summer regardless.
  - iii. UAC has been asked by Dr. Lindner to give our thoughts.
  - iv. Question: on the summer petition form, internships are an option, right?
    - 1. Yes, but this new policy would mean not having to submit a petition.
  - v. We want tangible criteria to put into the catalog so it can be explained to students and be consistent across campus.
  - vi. Ron Anderson has looked at other SUS institutions and there is a lot of variance regarding what they'll count towards waiving the summer requirement.
  - vii. Please take this back to your units and discuss what constitutes a "meaningful internship experience" that would waive the Summer requirement.
    - 1. This will be compiled into a summary report and presented to Dr. Lindner, and this report needs to be completed by the end of Summer 2019.
    - 2. This would be the entirety of the 9 hour summer requirement met by an internship experience.
    - 3. Please share with Toby more information about the internship programs that currently exist within your units.
  - viii. Question regarding the relevance of the legislation, especially for students who can graduate on time without it.
    - 1. Discussion abounds!
  - ix. Advisors used to be able to waive this requirement until around 2012/2013, when that petition process was moved to the University petitions process.
    - 1. There was too much disparity between what was and wasn't approved, which is why it was moved to the university petitions level.
  - x. Please keep an eye on your email, as your "homework" to take back to your units will be sent out.

- c. Excess Hours
  - i. Two big changes are developing in the state senate.
  - ii. First change: for those that start in 2019, the excess hours threshold will increase to 120%
  - iii. Second change: when you change majors, your excess hours threshold will be the major you had that had the highest maximum threshold towards excess hours.
    - 1. So, for example, if you changed from Engineering to History, you'd keep your Excess Hours threshold from Engineering since it is higher than History.
- d. Gator Done
  - i. Tomorrow at 2:00PM is a Gator Done presentation in the LVV room (in Criser Hall) about Gator Done, lessons learned, data collected, etc.
- e. Course Directives for grades below C
  - i. Toby is working with UF IT for a fix for this.
  - ii. In the future, when you do a course directive, it will use the field that says "minimum grade points per unit".
    - 1. If you require a C or better in the course, it will automatically put 2 into that field to require a C, so it won't count anything less than a C.
    - 2. If you want to allow a lower grade, you can change it to allow for the lower grade.
    - 3. On Bulk Course Directives, on the second page for your initials, that same field will populate with the automatic grade already set, but you can change the minimum grade at that point as well.
    - 4. For an SU course, you'd just put in a 2.
      - a. Campus Solutions assigns grades to SU courses in degree audits just for the purposes of meeting minimum grade thresholds in degree audits.
- 5. COMPASS updates
  - a. All of the COMPASS Advisory Group meetings for the future have been cancelled.
- 6. Items from the floor
  - a. The Honors Program is recruiting a new advisor- it is a lecturer role.
    - i. It is listed as an internal search since Honors is looking for someone with UF experience who can step in right away!
  - b. Enterprise Analytics question
    - i. Does anyone know how to find the report that lists all students with grades less than a C?
      - 1. It's recommended to ask Toby, since this may not be a recurring report.
        - a. When asked of Toby, he says that there's a Cognos report that does this.
      - 2. Be careful when you pull reports, since an "active" student doesn't necessarily mean the student is active for the current term.

3. When you make a substitution, you can put in a minimum grade filed, so it won't put in an in-progress if the grade does post as less than what's required.
  - a. Soon, this will become mandatory when making course directives, and will be part of the Bulk Course Directives screen.

If you have questions that you'd like Donna to answer next month regarding financial aid, please send them to Allison now so she can cater her presentation to those questions.

Meetings are scheduled for the 3<sup>rd</sup> Thursday of the month, 3:30-4:30 pm, in 238 or 240 Rinker Hall; 1/17, 2/21, 3/21, 4/18, 5/16, 6/20, 7/18, 8/15, 9/19, 10/17, 11/21, and 12/19. If your schedule permits, please take advantage of the opportunity to socialize with colleagues after the meeting.

***\*\*ALL Summer 2019 meetings will take place in 140 Rinker Hall\*\****