

# Undergraduate Advising Council

Thursday, October 20, 2016

## Minutes

Christine welcomed everyone and called the meeting to order at 3:30pm

The September meeting minutes were approved.

### Speakers:

Dr. Winifred Cooke, Director of UF Teaching Center, and Rob Bailey, SI Coordinator

The mission of the Teaching Center is to encourage students to become successful lifelong learners.

The Center's hours and location are at: <https://teachingcenter.ufl.edu/about-us/hours-location/>

Dr. Cooke started her talk with a quiz☺. The quiz questions are in bold below.

### ***Where is the teaching Center?***

Broward hall (ground floor SE and SW floors, and in mezzanine level (between areas)).

She noted there are evening hours on some days and they are open on Sundays from 6-9pm.

The Teaching Center also has a newer location, in Little Hall, room 215 (Math study section); 10am-4pm

Note: if the first week of classes starts on a Monday, generally tutoring will begin on that Wednesday. There is a little fluctuation on the schedule of the first week of classes though. Also schedules may vary a little if a tutor calls in sick.

They offer a variety of types of tutoring: drop in tutoring is one example. This type of tutoring is for students to complete their assignments/homework. Students can raise their hands if they need help and the tutor will come to them to assist. The tutor is shared in this type of tutoring)

If a student needs a private appointment, the student can go online to request this. They request the time and date. This type of tutoring is for the entire semester, not just a one-time request for tutoring.

The Center uses Tutor trac, a software to match students and their requests and to keep the visits correct.

Video studio-tutors are also very popular with our UF students. Tutors have various sessions videotaped. They also video tape exam review sessions. The videos are posted on YouTube. Tutors use white boards to solve problems in this type. Students using this type of tutoring can access them any hours or any day in any location!

The Teaching Center offers Test Reviews. Their center staff work with the individual professors giving the exams.

The test reviews are posted at: <https://teachingcenter.ufl.edu/tutoring/test-reviews/>. These test reviews are held a few days before the exam.

Study Groups / SI=supplemental instruction (peer level).

The center works with the professors teaching classes in: Biochemistry, Biology, Organic Chemistry, Physics, and Psychology, and Math. A student who obtains a good grade in one of the class is hired as a leader. He/she re-attends the class and then holds three planned study sections per week of the class. The leader will coordinate active exercises in

this planned group session. These students are called leaders, not tutors. Their goal is to try to get students to work together, and to learn from each other. Rob noted that it is a good proactive way to learn.

The center offers many opportunities for students, including a supervised teaching class, GRE reviews, and some foreign language exams for placement. They also can give tests for UF students who are taking classes through SFC. They have a staff member who can assist with learning styles. They offer workshops on time management, how to study, how to take notes, how to prepare for exams, getting the most out of your text book, getting the most out of your lectures, etc. The Center gives standard exams such as the GRE, ACT, and SAT on Saturdays. The accommodate students from other universities for testing.

All tutors are trained and attend an orientation. They have a level 1, or possibly a level 2 training. They are certified (10 hours of training plus 25 hours of tutoring) by an organization called CRLA (international tutor training program certification).

The Teaching Center offers TA development in an orientation in Fall for all new Teaching Assistants (graduate students). The Center coordinates this with the Graduate School and offers workshops throughout the fall and spring semesters. TAs can participate in workshops, and they can obtain certificates (different types)

The Teaching Center gave us some of their service usage info (Fall 2016 (8/16/16-10/19/16)) :

3618 students served

1758 appointments

10,403 students came for visits for tutoring (does not include SI student visits)

92 SI sessions per week

Math is the largest subject area they have. They serve many students.

***How old is the teaching center?***

It started in the early 1970s.

**Why might we refer students to the Teaching Center?**

Testing, skills, tutoring, etc.

**What is the cost for group tutoring/private tutoring?**

Free

**Who is the teaching Center?**

We really are the Undergraduate tutors and students!

Tutors Pay: Start at \$10/hours. Tutors get a raise with each level completion of training. 100 UG tutors are hired.

Notes from questions:

Video services are available to UFO students. Online workshops and strategies are available to them.

Otherwise right now, very little services are available to these students. The Teaching center has limited funding.

Assistance in other subjects: students can make a request online if there is a class that is not listed right now (on tutoring match screen).

The biggest difference between the UF Teaching Center and other organizations that offer tutoring (off campus, and for a cost): Teaching Center Tutoring is not just giving the answers or cramming for an exam. It is about learning how to learn for life; learning how to study, how to take tests; creating a foundation for a student's next year courses. It's about how to master content, to remember it longer than for a test!

The speakers ended with their contact emails:

[wcooke@ufl.edu](mailto:wcooke@ufl.edu) Teaching Center Director  
[rbailey3@ufl.edu](mailto:rbailey3@ufl.edu) SI coordinator

#### Announcements/updates:

Robin (Education): announced that EEX 3093, Exceptional People: School and Society now again counts as a Social Science and Diversity course. It is re-instated as these categories as of Spring 2017.

COMPASS: Allison and Dana mentioned that feedback should go to Toby by end of this week---for those Advisors who are testing the new audits. They noted that they are mobile friendly, & everything opens and collapses. Fyi: Advisors will have more "clicking" to do.

Advanced registration appointments are posted. Honor students have appointments next Thursday and Friday.

Note: there are no appointments on 10/31; there was a shift due to the later date for admissions

Dana (Arts): announced that their college has a Studio Art minor. It is really open, creative, and will use visual communication skills. If you have any interested students, they should contact Dana Myers. ([dmyers@arts.ufl.edu](mailto:dmyers@arts.ufl.edu))  
The Arts are offered lots of non-major courses; they are also offering some online courses that are fun, E.g), a photography course in which you can use your cell phone.

#### Christine's update:

Dr. Angela Lindner will speak at our December 2016 meeting. Christine said that our voice needs to be heard on the issues such as: a push for a 4 year graduation rate, and a push to have students take 15 hours per semester. It will be helpful for Dr. Linder to hear Advisors' ideas and receive our feedback.

Another matter is that Christine brought up and will be discussed in the future, is the ethical use of data (software) and what and how will it be beneficial.

The UF Quest conference is on November 4 (deadline was yesterday to register, but you may still be able to get a seat.

Dr. Linder and her staff are the hosts.

#### Committee reports:

Advising Certificate (Kat. [kbeaty@ufl.edu](mailto:kbeaty@ufl.edu)):

Kat and her committee are trying to get up and running. They will use CANVAS and are in the building process. They will share information and updates.

Professional Development (Allison. [agatsche@ece.ufl.edu](mailto:agatsche@ece.ufl.edu)):

Next Tues, Oct 25 from 12 Noon- 1pm in Pugh 210, there will be an Informal Brown Bag. Bring your own lunch or not. The goal of this brown bag is get an update on the NACADA conference. The committee ask that those who attended

NACADA come ready to share ideas, handouts, etc. Allison noted that if you are not able to attend, to please email her your thoughts/notes and she will share on your behalf.

Allison said that the committee is still working on location and date for the UF Advising Conference. The day may not be on a Friday. A Monday may be a possibility.

Campus Affairs (Sophie. [sophiesprateley@dcp.ufl.edu](mailto:sophiesprateley@dcp.ufl.edu)):

Sophie let us know that the freshmen application is now November 4<sup>th</sup>. Admissions extended the application. Applications are up!

Communications (Karen. [kbray@ufl.edu](mailto:kbray@ufl.edu)):

*The UF Advisor* went out this week. We are working on providing Academic Advisor power point slides (picture and a quote) so they can be viewed in the residence halls. Res Ed has dashboards (monitors on walls). The committee is also inquiring how to get the positive word out about Advisors in the Reitz and will contact University Relations about any appropriate social media usage.

Preeminence Task Force (Larah Clark, Chair):

SGA has created a survey about advising and will distribute it to all undergraduates sometime this month. It is currently being reviewed by the IRB office. SGA has been working with Larah and our task force on this effort.

We are hoping to get results from the survey around the Thanksgiving time and will use the results as we proceed onward.

UFO/PaCE update. Glenn:

They met with the advisory board; and it went very well. Their business plan has been updated and approved.

Meeting adjourned at 4:30pm.