

Undergraduate Advising Council

Thursday, May 18<sup>th</sup>, 2017

### **Minutes**

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

Minutes were then approved.

Speaker: Adrian and Carly, Ambassadors for the Center of Undergraduate Research

Mission of CURBS (Center for Undergraduate Research Board of Students) is to help undergraduates become more involved in the research process and to improve the student research experience in existing undergraduate programs.

In total, 51 students are involved in CURBS, representing 7 different colleges and 23 different departments. 250 students were advised this past year, and they expect that number to double for next year.

The goal is to help students learn how to utilize the resources on campus to encourage them to pursue undergraduate research. The Educational Outreach team currently works with 1 local elementary school and 1 local middle school to encourage these students about research (and encourage them to come to UF!).

CURBS also reaches out to campus organizations and connects with incoming freshman through Preview information sessions. One of the primary focuses of CURBS is to continue to show students that research is not limited just to STEM programs.

Things to look for in the future: expanded outreach and additional workshops, expanded Peer Advising office hours (8:30 AM-3:50 PM starting in Fall 2017). They are also looking to collaborate with other organizations for research presentations, and with advisors on developing workshops for students.

CURBS is located in 202 Newell Hall. Summer office hours are by appointment only, and can be made by emailing [curbs@aa.ufl.edu](mailto:curbs@aa.ufl.edu).

The biggest obstacle faced by CURBS is awareness, so please make sure to encourage your students to reach out to them!

Contact information: 202 Newell Hall, [curbs@aa.ufl.edu](mailto:curbs@aa.ufl.edu)

Website: <http://cur.aa.ufl.edu/curbs.aspx>

Speaker: Dr. Brian Marchman, Director, UF Distance Learning

### **Ensuring Online Academic Integrity**

There is about to be a task force convened by Dr. Brendemuhl regarding academic integrity

**Successes so far**: Since Spring 2011, over 252,000 online exams have been proctored for UF. UF Online students have been authenticated online since the program's start in 2014.

They have also been able to manage large enrollment exams (400-1200+) in tight windows.

**Challenges so far:** Ensuring exam security matches the face to face classroom standards  
Difficult to support on-campus students technologically with online exams (identifying quiet, secure places on campus to take exams)  
Funding of student authentication and proctoring (about \$30 per student per course)

UF has partnered with ProctorU since Spring 2011. A pilot was run with another proctoring service, ProctorFree, this past Spring. ProctorFree offers a more automated proctoring service option to the campus community. Unlike ProctorU, there is no live proctor with ProctorFree; instead, it uses the student's web cam and biometrics to track movements. It then generates flags which professors can view and determine if the student committed academic dishonesty.

Between Fall 2015 and Fall 2016, there was an increase of 31% of students in courses using ProctorU. The total cost of ProctorU for Fall 2016 was about \$319,000.

ProctorU provides exam incident reports within 48 hours of an exam; incident reports detail anything that happened during the exam outside of normal parameters. Faculty determine whether or not to take any further action. Incidents are marked as either Level 1, 2, or 3. Out of 40,000 exams in Spring, there were about 900 incident reports. So far, the data shows that the proctored exams are helping reduce incidents of academic dishonesty.

DSO reported 338 Honor Code violations during the 2015-2016 academic year. During that time span, there were incidents reported in 2.8% of proctored exams.

On-Campus students can reserve private booths at Library West to take online proctored exams. <http://guides.uflib.ufl.edu/InfoCommons/proctoru>

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Committee Updates:

Communications Committee: The May 2017 UF Advisor newsletter has been released  
Karen and Nicole have met to start the committee chair transition. If you are interested in participating in the Communications committee next year, please let Nicole know.

Advising Certificate: No Updates

Campus Affairs: Christine sent an email out yesterday (5/18) inviting advisors to attend a tour of Newell Hall next Thursday, 5/25, at 4PM.

Mick Earley from Student Conduct and Conflict Resolution will be at the next UAC meeting.

Professional Development: We are thinking about putting on a half-day advisor retreat in Fall, and we hope to have more information soon.

Pre-Eminence Taskforce: A survey has been sent out to the voting representative for each college, primarily about online appointment scheduling. A survey to all advisors will go out in the future! If you received the survey about online appointment scheduling, please respond to the survey. The plan is to discuss the survey at the June UAC meeting. UF is also working on an online, interactive 4 year graduation plan.

UF Online: The first PaCE Preview for incoming 2017 students will be Monday, May 22<sup>nd</sup>. About 100 students have registered to attend, and 500 students total have committed to PaCE for 2017.

Chair Announcements:

Laura Beth Lancaster is a new advisor for CLAS/UF Online.

New student representative: Paige Harris, from Honors and CLAS (Linguistics), will be joining us soon.

Next year's budget has been approved, and it will be for the same amount (\$10,000) as last year's budget.

NACADA Scholarships: 12 applications for NACADA scholarships were received, and it looks like all 12 requests will be fully funded. If you submitted an application, look out for more information soon, which will be sent once Dr. Lindner gives the final approval. There is still a little money left over, which would hopefully be used for the potential advisor retreat.

At next month's meeting, Toby will be discussing a potential transfer credit evaluation system

Steering Committee Member At Large: The At Large position is available; if you have interest in getting involved, please let Christine know. We are hoping to have someone in place for July.

Admissions is now requiring incoming international freshman to provide proof of English proficiency.

UF Quest update: There have been additional course options added to UF Quest 1 and Quest 2. There will be curriculum committee specific for Quest, to review course proposals for Quest 1 and 2. For Quest 3, it will be optional for the first few years of Quest (about 5). Colleges are still expected to make those options (internship, study abroad, co-op, research, etc.) available to students, but it will not be mandatory right away. There is also consideration for adding 1 credit "horizons" courses for Year 2 and 3.

Requests for course proposals for Quest should go out in Summer. There will be a Quest Pilot in Fall 2018, and it will be a full rollout in Fall 2019.

Registrar Updates: the new Plant Sciences program should be in the catalog very soon.

Christine adjourned the meeting at 4:16PM.