

Undergraduate Advising Council
Thursday, January 17, 2013
11:00 am – noon, 200 Stuzin Hall

Minutes

Meeting began at 11:00 am with 33 signed in.

Minutes from December meeting were approved and posted to the UAC website.

Robin Rossie reminded the council that election of a new chair would be on the agenda for the February meeting. The duties of the Chair Elect/Chair/Past Chair can be found in the UAC Operating Code, posted on the UAC webpage <http://fora.aa.ufl.edu/go/45> under Meeting Resources. The Chair Elect transitions to Chair at the first Fall UAC meeting.

Action item from December meeting:

Adviser & Advisor: in response to a request from the UAC, the UF Writing Stylebook has been updated to include both spellings; see <http://stylebook.urel.ufl.edu/list-of-terms/list-of-terms-a/>

Committee Reports

Professional Development: Maureen has received 93 registrations for the Advising Conference; registration closes Tuesday.

Presentation

Toby Shorey gave an overview of the changes in the way academic certificates are awarded. Academic certificates are categorized as (1) UF credit, or (2) non-credit through professional schools. They're offered at the undergraduate, graduate, and professional levels. Completion of a certificate used to be certified by the department and college only. For certificates that have been approved by the UCC, the department would send a memo to the college, then the college would send a memo to the Registrar, then the Registrar would note the certificate on the transcript.

Beginning with Spring 2013, the process will be integrated in to the new ISIS Admin degree, minor, and certificate certification screens to replace the NERDC screen 365 process. Mallori Mojcik sent an email to the degree certification college coordinators on 12/10/12 with preliminary information about the new ISIS Admin process.

The project continues: ALCs for certificates must be added to catalogs – check to make sure ALC/SLO for each certificate is in the 2013 catalog edits; SASS audits are being written based on submissions

approved by the UCC; Application to Add/Pursue Certificate is an ISIS enhancement in the works, but for now the current internal process should be followed. It's important to note that unlike a minor, a certificate can be awarded prior to bachelor degree completion and to non-degree seeking students. The AA at UF is no longer a certificate, it's now a degree.

Discussions

Petition Action Notification: Elements and Benchmarks – checking with Dan Hodges (pending)

NACADA Drive in Conference for Florida: Erica Byrnes announced that FSU will be hosting a drive-in on Monday, May 6th; the same day as grade processing for Spring but time TBA so some advisors may still be able to attend. She pointed out that the last drive-in conference at UF was 10 years ago. 4-5 volunteers are requested from UF – conference planning, reading proposals, organizing volunteers, etc. Please contact Erica if you're interested in volunteering. Glenn reminded all that the regional NACADA event is in March in Biloxi (closed for proposals); the national in Salt Lake City in October (proposals being accepted).

Post-Agenda Items:

Kris Klann (NSFP) announced that the Preview calendar should be available in February; iA student orientation would follow the same model as this year. Preview College Session assessments were shared with colleges recently. A new online orientation for international students will be launched in April. A spring Family Weekend is planned for February 22-24.

Dana Myers announced a new minor in Studio Art would be available in Fall 2013.

Roxanne gave a heads up that a second notification of excess hours was sent to about 1,650 students who appear to be approaching excess hours. 66-68 students will be charged the excess hours surcharge for 1 or more credits this term; she'll send lists to colleges of affected students by the end of January.

Deb Mayhew announced a Gator Engineering @ SFC partner program with admission beginning Fall 2013.

Transitions: Jennifer Gove Cooper (formerly of AG) and Maureen Cox (formerly of BA) have joined the College of Engineering's advising team. Gregg Henderschiedt (formerly of the CRC) has assumed Jennifer's role in FYCS. Katherine Coe has moved within the College of Business to the online bachelor's program office, filling the vacancy of Maureen Cox.

Martha McDonald shared her concerns about students not applying in advance for an intended dual degree program, and the implications under the excess hours surcharge policy if they don't follow through with the intended plan. University regulations state both degrees must be completed

simultaneously, but the curriculum of an engineering program makes that difficult so they do not enforce that. Dual degree program courses are exempt from the excess hours surcharge, but only if the student completes both degrees. If a student abandons a dual degree plan and graduates with one degree, they will be assessed the surcharge for any excess hours when they graduate. More discussions on the topic of excess hours will continue.

Action Item: Roxanne and Toby will prepare for a second excess hours training session for advisors as a follow-up to the webinar still available to view in ISIS Admin.

Next meeting: February 21st. Meetings are on the 3rd Thursday of the month, 11:00am-noon, in 200 Stuzin Hall.. If your schedule permits, please take advantage of the opportunity to have lunch with a colleague after the meeting.

2013 Meeting dates: March 21, April 18, May 16, June 20, July 18, August 15, September 19, October 17, November 21, December 19