

Undergraduate Advising Council Minutes

January 26, 2009

Attendees: Erica Byrnes, Andrew Wehle, Sarah Eberhart, Ken Foote, Wayne Griffin, Sallie Schattner, Kathryn Mills, Isabel Silver, Gregg Henderscheit, Glenn Kepic, MaryAnn Hagler, Roxanne Barnett, Dana Myers, Sara Mock, Janna Underhill, Melissa Jones, Theresa Vernetson, Robin Rossie, Ron Wright, Karen Cody, Katrice Crawford, Beth Nanlik, Mae Kiggins, Maureen Cox, Keith Carodine, Mutlu Citim-Kepic, Greg Champion, Liz Kazungu, Ann Becks, Jill Lingard

Erica Byrnes introduced the guest speaker, Dr. Marie Zeglen, Assistant Provost and Director of Institutional Planning and Research. Dr. Zeglen gave an overview of the SERU student experience survey project and timeline, and asked for assistance from the academic advising community to support the project in our contact with students. Detailed information about the survey can be found on the SERU website: <http://www.aa.ufl.edu/SERU/>.

Ann Becks discussed upcoming dates and changes for the 2009 Preview season. One proposed change that the council supported was the dedication of one Preview session to High School AA students. A dedicated Preview session for this population will create an opportunity for more continuity in policy communications and enhanced advising topics specific to HS AA's. This year the Preview Workbook will include a list of majors grouped by career interest.

Due to the change in leadership in the Office of the Associate Provost of Undergraduate Affairs, the list of voting members for the UAC has not been finalized. The finalized voting membership is expected to be notified within the next two weeks. Elections for Chair, Professional Development Committee Chair, Communications Committee Chair, and Campus Affairs Committee Chair will be held via proxy once notification has been distributed to new voting members. As a reminder, the UAC Operating Code invites all advisors within the campus community as members. To promote equal representation among colleges and departments there will be one voting member for each College.

The council then re-visited the mission statement and set goals for 2009. The 2009 goals identified as highest priority are listed below and grouped by theme:

- **Enhancing Advising Services across Campus:**
 - *Promote understanding of minus grades implementation and impact [URGENT]*
 - Discuss exploratory student/1st year services
 - Revisit handling of “homeless” students (those who have tracked out, use of “change” major, multi-disciplinary studies major?)
 - Develop “Best practices” sessions at UAC meetings so we can learn from each other
 - Better understand and utilize channels by which our ideas reach policy levels
 - Holistic advising techniques, going beyond GPA, credits
- **Training:**
 - Create a handbook for advisors
- **Professional development:**
 - Opportunities for advising research

- Discuss and create resources to combat advisor fatigue/burnout
- **Communication:**
 - Enhancing communication between colleges (i.e. critical tracking)
 - Foster information sharing between colleges outside of UAC
 - Centralized website for advising by advisors
 - List of expertise area

Other goals identified for the UAC (but not voted as the highest priorities) are as follows:

- Evaluate policy
 - Address policy changes/budget cuts
 - Clarification of excess credit policy
 - Time to degree policy
 - College specific policy discussion at UAC meetings
 - Review and standardization of the use of the “change” major
 - Revisit term withdrawals issue
 - HS AA’s
- Interim/Assistant Provost discuss vision
- Appreciative advising
- Promote registration tools (e.g., Schedule of Courses)
- Improve registration tools on ISIS for advisors
- Separate missions of CLAS & Advising Center
- New advisor orientation
- Communicate advisor needs to higher ups
- Standardize advising policies across campus
- A (perhaps online) tutorial “Advising 101” geared towards non-advising administration
- Foster greater collaboration between advisors in different units