

UPAC March 2015

Non Major during Priority Registration:

- COE Amy D – General Information Students can get information online and are also seen during priority registration. By alphabet is how they are divided and scheduled. There a short walk in appointment. Advisors can get students into classes but then they have to meet with then at a later time.
 - Sign language class not available to all; its' first come first serve and to the deaf students.
- Jessica Kiesling FSHD pre majors. She will see non majors during appointments and walk in hours. Wait to change students over to the major until they attend a pre major session. FSHD courses are only available to pre majors and majors during priority registration then it's open to transfer students then they are open to the rest of the U of A. Sign up for minor online.
- Ann Samuelson, Anthropology we do see non majors during priority registrations however they have low priority during walk in hours. They are signs saying if you are a non-major you will be seen but you will be last. Four core courses that are held only for majors and minors. The department is in transition because the courses haven't been as full as before so they might open them up in July.
- Phil Medlock from the College of Engineering freshman advisors do see non majors but they explain to them that they need 12 units of their core completed including Calculus 1. If they don't have Calculus 1 completed, they can't come into the college. Engineering classes controlled by the department usually require permission from college department. You can contact the department head or an advisor
- (Couldn't get advisor name) Bio Chemistry Advisors like to see non major after priority registration however, if there is a dire need they fit them in during walk in hours. Upper level Bio Chem 400 level courses need department consent. Email coordinator to get into those classes. Chemistry there are no holds for those courses.
- Daniel Linen from SALT center. He doesn't advise but helps students get into appointments with advisors.
- Christy from CALS. They have a central advising location and will non majors selected AG students at any point in time during priority registration.
- Melanie from CLAS has no major selected and general studies and is trying to get students into all courses.
- Rachel Erickson from Eller. Change of college session who have attend full sessions. If they attend and they are eligible they will change their majors as soon (like next morning). Announcement course MNGT 276 will be BNAD 276 still cross listed with ECON 276 (this course is only open to pre major students during priority registration. BNAD 276 is pre business specific so students have to have calculus and Stats on record before registering for the 3rd business analytics class, ECON 200 is open as gen ed). As far as Priority Registration ACCT 200 is restricted, ACCT 250 is not. MIS 111 and lab will be very much restricted as they are anticipating a very large freshman class.
- Marisa MCB. Will meet with non-majors during walk ins. Appointments are restricted to current majors. MCB 305 is restricted to only MCB majors. Labs for 181 are open. Any issues contact the lab coordinator
- Sarah and Meredith from EEB (Ecology and Evolutionary Biology) courses are restricted because they are so full and appointments by class standing only. Will see non majors if they are slow. EEB 182 is not restricted at all (tough to hear her)

- Monique Whiting of Public Health. Schedules are identical to MCB and EEB's. PSIO 201 and 202 are not restricted. Students do not need to change their major to get into those classes.
- Kari Psychology. Will see anybody, they do walk ins a couple of times. Restrict all psychology courses for declared majors and minors during priority registration. If they want to change majors they are information sessions that they have to complete.
- Michael Greeley, Political Science. Can talk about Public Management Policy, Law and Criminal Justice a little bit. Department does control courses heavily. You do have to be declared. You can't declare until the 29th of April. If you are not declared, you're just going to have to wait.) are required and really difficult to get into. Its important students change their major quickly or see an advisor because they will fill up by June. Political science classes are controlled but they will open up in May depending on the type of class. Criminal Justice and Public Management Policy classes are very restricted because they have class limitations; for their juniors and seniors they have to do an extensive analysis of what everybody needs and they have to put them in those classes. Law, some classes are open but you have to be in advanced class standing to get into them.

Scholarship Appeal Committee – Abby Hammar

- Some of you might've seen an email from Rebecca Salcido talking about the renewal requirements changing for our tuition merit awards this year. Instead of having 30 units now if they have excess units maybe from new start, they excess units will carry forward but they still have to be in the unit track to be eligible 30, 60, 90 to be renewed with a 3.0 GPA.
- Students can appeal if they don't meet the eligibility requirements. Workers can't be in the appeal because it's a conflict of interest since they're the ones issuing the money. Current members can renew for the committee send her email
- Appeals committee: Abby will schedule 90 minutes and have about 20 appeals to go through. Two trainings sessions one in April and one in May. Committee reviews everything documentation, academics, situation and personal statement. We review what's going on in their lives and make a decision. Students can't technically re-appeal the decision. The committee's decision is final unless the president wants to overturn it.
- After the two trainings, signup sheet, ask for name and department so that she doesn't schedule everyone from the same department. Meet when all grades are in until September. Rotating committee. Everyone is anonymous.
- If a student doesn't have a cumulative 3.00 GPA they don't have to appeal. The day they pull the list we look to see who is registered for summer classes and we put a hold on their account. If it's statically impossible to get a 3.0 then they might just cancel it just to save some trouble during August, the busy season. If a student enrolls in class after that they must let Scholarships committee know the day their grade posts and we'll finalize their evaluation for the next year. Students can take summer classes and they don't have to go through the appeal unless they know they're going to be short on the GPA and they just want to make sure they do the process before they take the classes.
- Only UA units. Passing units only. No audit units. Incomplete grade posts way later, then the committee can reinstate they appeal at that time. Student will just need to let them know. GRO counts.
- Tuition awards terms and conditions are online on the financial aid webpage. Students enter year and it will state what and what does not count. Refer students to our office if they have any questions.
- Office located on Bear Down gym. Main office is in administration building.

UA Library Services – Nicole Pagowsky

- Catalog for finding books is now online. It can be found in the library home page. Student can type title of book, author. The search will direct them to the right library and floor. Students can also ask for help in the libraries at the reference desks.
- Reminder that library tools tab is now available in the D2L tab. They can chat with reference staff anytime the library is open which is through there or the website which is 24/7.
- There's chat, email, in person and subject liaisons.
- If student needs has an in depth question about a subject for a research, they can contact the liaison for assistance.
- Tell students to not pay for anything. They get interlibrary loan and document delivery.
- Services tab has lots of helpful links for students
- Tutorials just about for anything such as avoiding plagiarism, APA or MLA style
- Assignment scheduler: this helps students organize and figure out how to approach a research assignment. It will break it down for them such as what they have to do and when they have to complete it by. Each step comes with specific links and tutorials.
- How does the library reach out to those students who don't take the initiative to look for the services offered? The Library partner with different units around campus such as student affairs, think tank, multicultural centers, faculty. Faculty can have library come to classes.
- How will the library facilitate distance learners? Library is working on open educational resources and open textbooks. Its slow moving as it's a partnership with the bookstore so I don't know exactly how it will work and hope it will be revealed soon. But there is a plan to make this bigger process for all the campuses.

Second Degree Policy Revisions – Celeste Pardee

- Concurrent/Simultaneous and Sequential
 - First question to students is if they're active students because they will have a choice.
- Changes on Concurrent policy
 - If a student chooses two degree with one degree then the student is not required to take the additional 30 additional UA credits. However, they do need to meet all degree requirements for both degrees. No shaving off requirements. Example: Student decides to major in BA German Studies and a BSN. These degrees are so different that student will have to take the 30 additional units to meet degree requirements for both degrees. They will need at least 140 or 150 units to meet all degrees.
 - 30 additional units are only waived if they are electives. If they are requirements, students must take them
 - It might not be a faster route to get two degrees. It all depends when you get to counting all the credits.
- Sequential
 - Same degree title with different majors.
 - Opens doors for those student who want two BA or BS or second BFA.
 - This will invite students to return who have wanted to return but were told they had to complete a graduate degree or degree of a different title.
 - They do need the 30 additional units for this degree
- Questions
 - When does this policy go into effect? All policy changes effective date can be found at the bottom. This policy goes into effect this Fall 2015. It won't affect students graduating Spring 2015 but it will affect students graduating in August 2015 and any

currently enrolled students. Will appear next catalog but will apply regardless of catalog year.

- Do continuing students need to change catalog year? No, UA opened the door to more options it's usually not catalog specific. It's only when reduce options and restrict students it's when we will make it specific in a new catalog because we don't want to unfairly limit current students who have been operating under a different understanding. In this case, were opening the door to new options, no need to change a catalog.
- Can the courses in the minor in the first degree be applied to the minor or the major of the second degree? No change here, double use policies are set by colleges. They have set a whole list of double dipping. Those will continue. Celeste's updates college policies. She will send an email requesting updates and then publish the updates. Check with your faculty if double use policies will change in one way or another their double use policy. If so, respond when request goes out in May
- Student wants two degrees at the same time. Student is scheduled to graduate in May but fails one class and cannot complete the second degree until August or September or whenever that class is offered again. Originally student had applied for concurrent degrees in May, does the student need the additional 30 units to graduate? Yes because what had been intended as concurrent had not turned into sequential because one is not finished. This is the tough one. You don't know when the student will finish. You can't have a grace period for three months because its likely student will not finish. Chances are student already had some of the 30 units that they could use. So if a student had a total of 140 units, they would just need 10 more units not 30 units more. Additional credits can be overlapping with first degree.
- What if the student wants to postpone a completed degree until the term when both degrees can be awarded simultaneously to avoid taking the 30 extra credits (Delay degree)? Let's say student had applied to graduate in May and sees that he's failing a class. He wants to postpone the award of the first degree so I can get both of them in August or December? That has not been allowed by graduation services in the past. The graduation application is on file, they are aware that student intends to graduate. There is such a thing as academic integrity. It now becomes sequential.
- Check financial aid and make sure students are following regulations in other departments.
 - This is a grey area that is being worked on. She doesn't have answers right now but as soon as registrar and financial aid figure it out, they will let us know.
- Petitions College and general
 - Students will probably file general petitions not to take the additional 30 units because that is a university policy
 - Students will file a college petition if they are missing some of their major units. (major units fall under colleges)

Graduate College Recruitment: Institute for the Recruitment of Teachers – Stephanie Adamson

- Graduate college is involved in pipe line development. Get students that are talented here and there and send them to study. Diversify teaching core K -16 and beyond
- IRT invites counselors and educators to competitively apply for their program. If selected, they will waive application fees. Once a student is well into the process, the students enroll will get different levels of support including funding.

- IRT sends rep to follow up on students who have previously participated in the program. Even after the program, their relationships are strong.
- Application and process is online and due April 1st. It's fairly intensive process. Students have to apply, provide two writing samples, 3 references (2 of which must be faculty), CV and transcript
- This is for any one that ones to go into teaching, counseling, aspiring academic advisors, administrators.
- Mostly looking at students who are undergraduates intending to pursue a masters and maybe some graduates.
- Teach America, Teach for America, Peace Corps: If a student is interested in these programs they might be interested in IRT
- There is an affiliate program that students can participate in if they don't get into the campus program; it would be less intensive and personalized.
- Other ways the Graduate College is supporting pipe line through legitimate programs are: National Name Exchange (consortium of high level universities that agree to share the names of students who opt in and recruit them), GEM Consortium (like Name Exchange but specifically for those students in STEM programs), URock Program

UPAC Nominations – Jessica and Michael

- Michael and Jessica's term is over in December so UPAC will be looking for two new co-chairs. There will be six co-chairs during one semester. Nominations will be in April. You have to be an academic advisor, nominate yourself or someone else.
- Elections will kicked off after April meeting and we'll announce winners in May